



Missouri Department of Health and Senior Services

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MEMORANDUM FOR HOME AND COMMUNITY BASED SERVICES STAFF AND STAKEHOLDERS

FROM: Erica Keller, Bureau Chief
Bureau of HCBS Systems and Data Reporting

SUBJECT: Web Tool Enhancement Updates

This memorandum is to advise Home and Community Based Services (HCBS) staff and stakeholders of HCBS Web Tool enhancements scheduled for overnight implementation on Thursday 7/27/23.

The system enhancements shall include the following:

- Care Plan Import – When completing a reassessment a care plan import function has been added. This will populate the currently authorized care plan in a pending status which will allow the user to make adjustments to the care plan as needed.
- Care Plan Builder – When building a care plan during the initial assessment process or adding a new service the popup confirming that the service task has been saved will no longer be displayed after saving each task.
- Extended Sessions – The pop-up that prompts the user to extend a session about to expire has been updated to appear after thirty (30) minutes of inactivity in the HCBS Web Tool. Note that it will only be seen in the browser window that contains HCBS and the user will have one (1) minute to select the button to extend before being automatically logged out.
- Case History Revamp – Activity Records Returned grid located on the ‘User Work Queue’ tab of the ‘HCBS Case History’ screen has been modified to only display cases with activities that have not been reviewed by default and only within the last 90 days.

Questions regarding this memorandum should be directed to the Bureau of Systems and Data Reporting via e-mail at HCBS.Systems@health.mo.gov.

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