

Release Notes - Local CIMS Applications

October 7, 2009

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Client Services - Update

Version: 6.0.1

Release Date: 10/07/2009

Introduction

This release fixes several problems identified during late stages of testing that could not be incorporated in time for the October 1 release. All issues were in the Substitute Foods window of Check Pickup. While some of the issues only occur in rare instances, we are sending out this release now to prevent any possible over-issuance of food.

Note: Some of the fixes involved changes to the database. Depending on your clinic's replication schedule, you may not see all fixes for several days.

Fixed Issues

1. Postpartum Women - Pregnant with Multiples food package was fixed so the 1 pound of non-substitutable cheese could not be substituted with milk.
2. Pregnant and Breastfeeding Women - Fully BF Multiples food package was fixed so the maximum amount of milk that can be substituted for cheese, kosher cheese, or tofu is 12 quarts.
3. All Women - the combined limit of cheese, kosher cheese, and tofu was fixed to equal the maximum amount allowed for the client's food package.

4. Pregnant and Breastfeeding Women - Fully BF, Fully BF 2+, and Pregnant 2+ food packages were fixed so the non-substitutable cheese could be changed to kosher cheese and back to regular cheese without changing the total amount of available milk.
5. A milk substitution issue was fixed where if the remaining milk quantity was zero and evaporated milk was in the food package, the cans of evaporated milk would decrease in increments of “1” instead of “4.”
6. An issue with prescribed milk substitutes was fixed. If the remaining milk quantity was more than zero but less than 3, cheese or evaporated milk could be substituted to the full amount of milk allowed in the selected food package. This would have resulted in over-issuance of milk and milk substitutes.

Client Services

Version: 6.0.0

Release Date: 10/01/2009

Introduction

This release incorporates the new federal requirements for food packages by implementing new rules for assigning foods, adding some new foods, and removing some existing foods.

- It includes modifications to food assignment to give staff flexibility to individualize each client’s food package.
- It allows staff to manage client food prescriptions.
- It uses the new federal definition of participation to count participating caseload.

WIC Service Wizards

What’s New

- A new link, called the mother-baby link, is now created between a mother and all her enrolled children. A pop-up message will appear in some wizards until the link is established or denied. The wizard must be completed to save the linkage information.
- All Custom tabs display information on the mother-baby link.
- Infant Custom tabs - A drop-down selection for Feeding Method was added.
- Infant Custom tab, EN wizard - The option to enroll as a breastfeeding or formula fed infant was removed.
- Breastfeeding Woman Custom tabs - A drop-down selection for Feeding Status was added.
- Finish tabs - An Assign Foods button was added in all wizards.
- Finish tab, PG and PP - The food package can be changed on this tab.
- Finish tab, Children - The food package is automatically calculated based on the child’s age. It cannot be modified on this tab.

- Transfer In wizard was modified to display the food package modification and prescription indicators.

Known Issues and Workarounds

1. Staff cannot change a mother-baby link once it is established.
 - Workaround: If a link needs to be changed, contact CIMS Support.
2. There are no assessment questions specific to the 'Some Breastfeeding' infant. Assessment questions will default to Partially Breastfed feeding method.
3. Finish tab
 - Breastfeeding Women - The Feeding Status cannot be entered or modified on this tab. Enter changes on the Custom tab.
 - Infants - The Feeding Method cannot be entered or modified on this tab. Enter changes on the Custom tab.
 - If a food package is modified from the Assign Foods button, the indicator (*) does not display on the Finish tab.
 - If a feeding method hasn't been saved for an infant, modifications to a food package don't get saved in some situations. This is a transitional issue and should resolve within a few months as a feeding method is required for all new infants.

Client

What's New

- Record Prescription - This is a new utility that allows staff to enter required information for prescribed food packages and substitutions.
 - Prescription tab
 - Prescriptions are automatically discontinued when a client changes category.
 - Prescribed Formula tab
 - When prescribed, the selected formula is the only formula that is available in Assign Foods. Standard non-prescription formulas are not available until a prescription is discontinued.
 - Formula amounts and the maximum indicator are for recording purposes only. This information does not affect the amount of formula that can be issued in Check Pickup.
 - Prescribed Foods tab
 - This tab is for recording purposes only. This information does not limit the foods that can be assigned to the client.
 - Milk Substitute tab
 - This tab makes the allowed food available for substitution in Assign Foods. If selected, foods may be substituted to the maximum amount allowable for the client's category.
- Medical Foods - This is a view-only utility of information managed at the state office.

- Transfer Card - Prescription end date is printed above the Local Agency Staff Signature box if there is a current prescription in the client's record.
- Certification and HRCR reports were reformatted to print the new food package names.

Known Issues and Workarounds

None

Checks

What's New

- Check Pickup
 - Print tab
 - The detail window was re-designed to give staff a visual indicator of WIC check eligibility for the next 3 months. This enhancement helps staff decide the most appropriate check issuance schedule before printing checks.
 - A prescription indicator was added to the detail window. If this box is checked, staff can select the client to display the prescription end date in the client information area.
 - The View button was replaced with 2 buttons - View Checks and View Foods. The View Checks shows the distribution of the client's food package over the number of checks selected. The View Foods displays a summary of all foods in the client's food package.
 - An Assign Foods button was added.
 - If a food package is modified, an asterisk appears after the food package name (Example: Child 2 to 5*)
 - Food packages revert to the standard food package when a client changes category but they do not if the prescription is discontinued and the client's category doesn't change.
 - The mother-baby link limits the mother's food package based on her infant's food package, but doesn't limit the infant based on the mother. For example: If an infant is issued any formula checks in the current month, the system will prevent issuance of a Fully BF food package to the mother. However, if a woman is issued a Fully BF food package, the system won't stop formula issuance to the infant after the mother's checks are printed.
 - Assign Foods
 - The Assign Foods window allows staff to individualize the client's food package.
 - Foods may be substituted. Substitution amounts are based on the client's category and prescription documentation, if required.
 - If less than a full food package is selected, a reason must be entered.

- The Standard Food Package changes the client's food package back to the standard package for the client category, age, and feeding method.
- If the client is an infant or has a prescription for formula, there is a Formula tab for selecting the brand and type of formula.
- o Void/Replace Checks
 - The Checks List tab was reformatted to display the new food package names. Sequence number is now a 2-number column. The first number is the total number of checks for the check set and the second number is the sequence number within the check set.
 - The Replacement Criteria tab was changed when replacing a complete check set. Assign Foods and View Checks buttons were added to this tab.
- o Replace Non-CIMS Checks
 - The Check Set and Sequence # fields were removed.
 - An Assign Foods button was added.
 - Add Formula/Food was added to the list of replacement reasons.
- o Check History
 - The window was reformatted to display the new food package names.
 - The number of checks in the check set was moved from the food package name to the first number of the sequence number column.
 - Buttons were added to view a single check or the complete food package check set.

Known Issues and Workarounds

1. Print checks - mother-baby link. The system won't enforce the mother-baby linkage food package limitations unless the link has been formed. This is a transitional issue. To create the mother-baby link for existing clients, complete any wizard. The link will be automatically created for new clients. All links should be made within a few months.
2. Print checks - prescriptions. The system doesn't stop staff from continuing to print prescription foods after a prescription is discontinued unless the client changes category.
 - o Workaround: On the Assign Foods tab, use the Standard Food Package button to revert to a standard food package and save. Once a standard food package is saved, prescription foods cannot be added without a valid prescription.
3. Print checks - prescribed formulas
4. When printing multi-month checks and an infant goes from 3 months to 4 months of age, the amount of formula does not automatically increase. Assigning a prescribed formula is considered a food package modification and by design, modified food packages do not increase at 4 months of age.
 - o Workarounds:
 1. If you haven't yet printed checks, print checks through the month the infant turns 3 months old. The food package automatically changes to the 4 - 5 month formula package. Use the Assign Foods button to add the extra prescribed formula for the 4th month and print the remaining checks.

2. If you've already printed checks, use the Void/Replace wizard to replace the check set. Add the extra formula using the Assign Foods button for the months the infant is 4 and 5 months old.
5. Print checks - prescriptions. - It may appear that a prescription is discontinued too early when recertifying an infant to a child, but the system is working as designed. Prescriptions are discontinued whenever there is a category change. Example: An infant has a current prescription for Nutramigen and turns 1 year old later this month. If you recertify the infant this month, his category changes to Child. As soon as that happens, the prescription is discontinued and staff will not be able to print Nutramigen checks for the current month or future months.
 - Workaround: Print infant checks before completing a recertification. Or, after the RC is completed, enter the prescription information again, using today as the start date and entering the original ending date. The new prescription is applied to the child's category.
6. Number of checks. Total Number of Checks cannot be changed by staff after a food package is modified. If the number of formula checks is changed, the system will automatically calculate a new Total Number based on the food and formula checks.
 - Workaround: Determine the total number of checks before modifying a food package. If the package has already been modified, click the Standard Food Package button and change the number of checks. Modifications will need to be re-entered.
7. Number of total checks and formula checks. The number of formula checks may be changed. The number of food checks cannot be changed after a food package is modified. The total number of checks reflects the total number of food and formula checks after the food package is saved.
 - Workaround: Make changes to the number of food checks by changing the Total Number of Checks before changing the number of formula checks. Save the changes then change the number of formula checks and save again.
8. Void/Replace Checks. There is no easy way to determine which check within a check set should be voided and replaced.
 - Workaround: To determine which check should be replaced, refer to the client's Check History.
9. Batch Checks - Batch checks may not print the correct food packages until checks have been printed in Check Pickup and the mother-baby link has been established. This is a transitional issue that should resolve within a few months. In the meantime, review food packages for accuracy before issuing checks to the client.

WIC Reports

Version: 6.0.0

Release Date: 10/01/2009

What's New

This release incorporates the new federal definitions for client participation.

- **Transfer Out Report** - This report was modified to include clients who eTransferred to another clinic. The name of the transferring clinic is displayed.
- **Disqualification Summary** - This report provides client information on closed, pending or active disqualifications including start and end dates, original claim amount, and the name of an alternate endorser if approved by the state WIC office.
- **Caseload Management**
 - This report was re-designed to provide information on infant feeding methods.
 - A client is counted as participating if he receives medical foods, whether or not he is issued a WIC check.
 - A breastfeeding woman and her infant are both counted as participating as long as one of the pair is issued checks or medical foods/formula.
 - A breastfeeding woman whose 7 month old (or older) infant is issued a full formula package is counted as participating even though she is no longer eligible for WIC checks. She must have an active or expired certification to be counted in your participating caseload.

Known Issues and Workarounds

None



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