



MEMORANDUM

Date: July 2, 2009

To: Cornerstone Agencies

From: Julie Hagele
DHS/MIS Cornerstone Unit Supervisor

Subject: Cornerstone Software Upgrade Version 11.50

Cornerstone is being upgraded to Version 11.50. BOD messages will be sent with release schedule information. Watch for these messages to find out when your site will receive the version upgrade.

Unless every laptop at your site is in the uploaded status, your site will not receive this update. Not only will your site not receive this update, but Cornerstone will be disabled COMPLETELY. There will be NO EXCEPTIONS to this policy.

There will be NO access to Cornerstone until all the unresolved laptops are at the site and ready for upload. At that time, you can contact the Cornerstone Call Center to begin the process of getting your site updated and running again. Please be aware that this process will take a minimum of 3 hours from the time you are contacted. This is only an estimate and it may take longer for your site.

We suggest you run the **HSPR0405 – LAPTOPS CURRENTLY DOWNLOADED REPORT** to check current laptop statuses. If you are unsure of your laptop statuses or need some resolved, please call the Cornerstone Call Center for assistance.

Note: The first user to select "Cornerstone" from the network menu after receiving the upgrade to version 11.50 will kick off the upgrade process. **It will take approximately fifteen (15) minutes to thirty (30) minutes** to process the upgrade.

While the system is processing the version upgrade, you will see a message that states **"STOP!! – PLEASE READ. DO NOT turn off this WORKSTATION during this update process!! – A Cornerstone process is currently running on this workstation."**

Please **DO NOT** turn off your PC if your screen shows this message. No other user(s) should attempt to

log on to any other workstation until the processing is complete. Once the message is no longer on the screen, all users may begin logging into Cornerstone.

If you have any problems or questions regarding the upgrade process, please contact the Cornerstone Call Center at our toll-free number: 1-877-447-4221 / 1-877-4IPHCA1.

All Programs

CM04 - Case Notes

- When entering a confidential case note, only the user that entered the case note and their supervisor will be able to view it. When on this screen, you will not see any indication that a confidential case note exists if you are not the user that entered it or their supervisor. All non-confidential case notes will display on-screen as usual.

PA01 - Participant Look-up / PABR - Participant Browse

- In order to distinguish whether or not a participant has a 'Death Date' entered on the PA03 (Participant Enrollment), the text color has been changed.
 - Black text - Local lookup (no death date entered).
 - Red text - Local lookup (death date entered).
 - Blue text - Statewide lookup (there's no check for death date).

PA03 - Participant Enrollment

- Phone and cell phone numbers now display on the Address Information window.
- Three new Referral Source reasons of Brochure (**BR**), Flier (**FL**) and Poster (**PO**) have been added. The old code (B) that combined the three is no longer available.

PA11 - Birth Data

- The dropdown list for the infant complication field has been modified to display the information alphabetically instead of by code.

SC02 - Schedule Appointment

- Scheduling a participant for an appointment is no longer allowed if they have a 'Death Date' entered on the PA03 (Participant Enrollment).

SC03 - Class Schedule

- Scheduling a participant for an appointment is no longer allowed if they have a 'Death Date' entered on the PA03 (Participant Enrollment).

SV01 - Service Entry

- A new service code of 833 (Interconceptional Care) for females has been added.

HSPR0205 - Participant Case Notes

- Confidential case notes will not display on the report. When running this report, the only indication that a confidential case note has been entered will be the word "Confidential" in the

comments field. The only people that will be able to see this will be the user that entered the confidential case note and their supervisor. All non-confidential case notes will display on this report as usual.

HSPR0305 - Two Year Old Immunization Coverage Levels

- Prevnar (PCV) and Varicella (VAR) have been added to the Detail, Summary and User-defined sections of the report.
 - VAR and PCV have also been added as a series of shots for completion before 24 months and are listed in the Summary section.

HSPR0736 - Follow Up-Missed Planned Service

- If a participant has had multiple case managers, they will now appear only under the current active case manager.

Breast & Cervical Cancer Program (BCCP)

PA15 - Participant Information

- Users are no longer allowed to enter a termination date when terming a BCCP record. The current date will be the default term date.
- Term reason 07 (Term for BCCP Transfer) is no longer active.

SV01 - Service Entry/Procedure Specific

- The F1 help list of payor codes for XP participants has been corrected.
- Procedure codes G0202, G0204 and G0206 have been added for BCD and BCS services.
- If the Procedure Result is either M6 or M13, the Film Comparison field must be answered with a 'Y' or 'N' for procedure codes 77055, 77056, 77057, G0202, G0204 and G0206.

Family Case Management (CM)

AD22 - Employee Expenses (*This will be used for Cost Based Reimbursement*)

- New Staff Type of 'M - Medical Services Provider' can now be entered, but it cannot be entered the same month as any other Staff Type for the same employee.

AS01 - Assessment (*This will be used by FCM Restructure Pilots only*)

- There are three new risk screening assessments.
 - 711 - Prenatal Risk Screening
 - 712 - Infant Risk Screening
 - 713 - Child Risk Screening
- At the end of each assessment, the participant's screening status will be evaluated depending on answers to the questions that are marked with an asterisk (*).
 - The preferred answer to all questions marked with an asterisk (*) is no (N), except for the question, "Do you have enough food to eat".
 - Answering against the preferred to any of the questions marked with an asterisk (*) will automatically set the participant's screening value to 'AT RISK'.

- At the end of the assessment is a question for the Case Manager (CM) to either agree or disagree.
 - A response to this question is required before the assessment will save.
 - If the CM agrees to the assessment and enters a 'Y', then the assessment can be saved.
 - If the CM does not agree to the assessment and enters an 'N', the Employee ID (User currently logged into Cornerstone) and the current date will auto fill. Both of these fields are editable until questions that have an asterisk have been answered and saved.

SV02 - Activity Entry

- Activity of 541 (Medicaid Services) has been added. ***(This will be used for Cost Based Reimbursement)***
 - Any employee can enter this activity.
 - Service codes are not an option for this activity.
 - A CPT code is required.
 - Time Spent can only be added in 15 minute increments.

SV04 – Staff Time Entry

- This screen can now be used by employees who are not in the Case Management program. ***(This will be used for Cost Based Reimbursement)***
 - This is to allow 'M - Medical Services Provider' employees to enter a complete time study using the available codes.
 - Code 200 Case Management Outreach and code 300 Case Management Administration are still limited to Case Management employees only.

HSPR0723 - Case Management Activity Report *(This will be used for Cost Based Reimbursement)*

- Participant related activity code 541 has been added to this report.
 - Time spent will display as units x 15 minutes (ex. 1 hour will display as 4 x 15 min.)
 - Units are added up and included into the total hours.

Genetics (GEN)

PA39 - Genetics

- Genetics Visit Date records now display from newest to oldest.

Women, Infants and Children (WIC)

FI08 - WIC Special Formula

- The name of this screen has been changed from WIC Special Formula to Medically Prescribed Formula.

PA15 - Participant Information

- A new field titled NVRA (National Voter Registration Act) has been added.
 - This is a required field for new certifications with categories of **P**, **B** or **N** that are

determined income eligible.

- This field is not required when proof of income is 14 - Pending Verification.
- Once an entry has been saved, it cannot be edited.
- Choices are **C** (completed), **A** (already registered), **D** (declined) or **I** (age ineligible).

Illinois WiseWoman Program (WW)

PA15 - Participant Information

- Transfers for WW program is now allowed.
 - Before requesting a WW transfer, there must be a BCCP-A (category A only).

SV01 – Service Entry

- Procedure code of 83718 (HDL Cholesterol) has been added for WWI and WWR services.

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