

March 30, 2000

**MEMORANDUM**

To: Cornerstone Agencies

From: Thomas W. Simonds,  
Director of Information Systems Projects  
Illinois Primary Health Care Association

Subject: Cornerstone Software Upgrade Version 7.00

Cornerstone is being upgraded to version 7.00. The new version is being released on April 3, 2000.

*Note: The first time you select "Cornerstone" from the network menu after receiving the updated version, it will take approximately fifteen (15) extra minutes to load the system due to the processing involved in updating your computer with the new version.*

While the system is processing the version upgrade, you will see a blue screen containing a white window with a message that states "DHS UPDATE PROCESS IS RUNNING ON THIS MACHINE B WORKSTATION TEMPORARILY UNAVAILABLE B PLEASE WAIT B THANK YOU". Until the processing is complete and this message has been removed from the screen, no one should attempt to logon at any other workstation. Users may begin logging into Cornerstone after this process is complete.

The descriptions of the changes made in the version have been broken down into the following three sections: General Changes, Screens and Reports. If you have any problems or questions regarding the upgrade process, please contact the Cornerstone Call Center at (877) 447-4221 / (877)-4IPHCA1.

## **General Changes**

### **SC02 - Block out appointment times**

On the Schedule Appointment screen (SC02), a new service type code has been added to allow users to block out appointment times. The SC02 Address Information pop-up screen has been modified so that the Service Type field is now at the top of the screen, allowing users to select the Block out time code without entering a Participant ID.

### **Address Type and Address ID Validation**

Validation has been added to the Address pop-up box that allows only the appropriate address types to be entered for participants, providers, individual providers, employees, and clinics.

### **Vaccinations**

The following codes have been added to the list of possible vaccines:

24 HEP A – PEDIATRIC

25 HEP A - ADULT

## **Screen Changes**

### **AD01 – ID format code added**

The AD01 screen has been modified to include a “ID format” field. This field allows the user to specify if the provider ID entered is the provider’s Federal Employer ID Number (FEIN), Social Security number, or a locally defined ID number.

### **AD05 - Biologic Inventory**

AD05 has been modified so that users can not enter different immunization types for the same lot number.

### **AD09 – Portable PC Upload/Download**

Several modifications have been made to AD09. First, the screen has been modified to only upload records that have been updated by the correct ID (which is the ID of the user who originally downloaded the records). Secondly, EI program capabilities have been added to AD09 to allow EI staff to upload and download information on their participants.

Finally, after downloading a participant’s information onto the laptop, it is possible that a specific field may be updated both at the clinic and on the laptop. In the event that this should occur, when the upload process is performed from the laptop to the clinic’s server, the updated information on the laptop will replace the information that was updated at the clinic. The information that is overridden will be reported on the Laptop Exemption Report (HSPR0406), which prints automatically.

### **PA05 – Medicaid/Insurance**

Several modifications have been made to PA05:

- The screen now has an F2-Shared Data capability that allows users to copy in records to the local clinic.
- The “Status” field has been removed.
- The “Effective Date” field is now required.
- The “Med Case Management Assignment Date” field name has been changed to “Medicaid Import Update Date.”
- The F7-Delete function deletes local records only.
- There is now message text to indicate KidCare Share and Premium or KidCare Rebate as applicable.

### **PA07 – Initial Prenatal Visit / PA08 – Adult Health Visit / PA10 – Postpartum Data**

Several help prompts have been added to “Tobacco and Alcohol Use” questions on these screens.

### **PA11 – Birth Data**

Several new infant complication codes have been added as options on this screen. A complete list of the new codes can be found at the end of this Version Letter, as well as in Appendix C of the updated electronic Cornerstone User Manual.

### **SV03 – Provider Look-up**

A new F9-Provider Detail function key has been added to the Provider Browse window. Pressing F9 after highlighting a provider will bring up the Individual Provider Look-up screen (SV09).

### **SV10 – Well Child Visit Summary**

This new screen provides a list of prior EPSDT visits and shows the age of the child at the time of each visit. SV10 lists all of the actual service records entered in Cornerstone that are coded as EPSDT visits (service type code “806”).

### **SV11 – Well Child Forecast Screen**

This new screen shows the date of the last EPSDT visit, and the projected due dates for upcoming EPSDT visits.

## **Report Changes**

### **HSPR0305 – Two Year Old Immunization Coverage Levels**

HSPR0305 has been changed to allow the user the option to retrieve immunizations from the WAN and the option to print immunization details with the report.

### **HSPR0306 – Vaccine Waste Report**

HSPR0306 has been corrected to report a true monthly accountability of waste. This report can no longer be used to report Vaccine Waste prior to the release date of Ver 7.0,

and at least one month must have passed after the release of Ver 7.0 before a true monthly waste report can be produced.

#### **HSPR0724 – Case Finding List**

HSPR0724 has been modified to allow users to select how the report is sorted. After pressing F9 to run the report, users will be prompted to select a sort choice – either by Last Name, First Name OR by Group Number / Case ID.

#### **HSPR0795 – Diabetes Screening Report**

HSPR0795 has been corrected to show the correct number of males and females. Previously when running HSPR0795, the male and female counts were reversed on the report.

### **Early Intervention Program Additions**

Cornerstone has been modified to incorporate the Early Intervention (EI) program. The following new screens have been added to accommodate the program:

#### **CM10 - Participant Forms**

CM10 is a modified version of the Case Notes screen (CM04). This screen allows users to complete separate forms from a pre-defined template. CM10 is currently used only for EI, but may be enhanced to be used by other programs in the future.

#### **PA35 - Early Intervention Program Data screen**

PA35 is used to record EI program-specific data that is not captured on other screens. Most data captured on this screen is used to monitor and track program participation within the EI enrollment period. PA35 is used to record key dates during the intake period, including referral, evaluation, eligibility determination, assessment, and preparation of the Individualized Family Service Plan (IFSP). This screen is also used to track key dates during service coordination after the initial IFSP is completed, including follow-up dates, six month reviews, and annual reassessment points. Saving this screen makes a child active in the EI program in Cornerstone.

#### **SV07 - Early Intervention Service Authorization Entry**

SV07 is used to enter services that are authorized for EI participants. These authorized services are included in the evaluation and assessment plan and the IFSP, and they identify the provider entity (payee) as well as the individual provider (person providing the service) for each type of EI program service.

#### **SV08 - Early Intervention Service Inquiry**

SV08 is an inquiry-only screen used to view services authorized for EI participants. The data viewed on this screen is initially captured on the Early Intervention Service Authorization Entry screen (SV07).

**SV09 - Individual Provider Look-up**

SV09 is used to identify and select individual Early Intervention providers when EI services are being authorized. These 'individual providers' are the individual employees of the provider entities (payees) accessed on the Provider Look-up screen (PA03).

**HSPR0770 - EI-Participant Enrollment Information Report**

HSPR0770 provides a summary of basic demographic data and EI program enrollment information for an EI participant. The report is used to verify information that has been captured in the participant's electronic file, as well as to communicate important participant data to authorized service providers regarding each EI client.

**HSPR0771 - EI-Authorized Provider Services Report**

HSPR0771 provides a summary of Early Intervention participant demographic data and authorized provider services. This report represents information contained in the authorized services portion of the evaluation/assessment plan of the IFSP, as well as some enrollment information.

**HSPR0772 - EI-Pending Provider Services Report**

HSPR0772 is used to follow-up on Early Intervention provider services for Assistive Technology (AT) authorizations that are in a pending status. New AT services are initially entered in a pending status and must be approved (or disapproved) by the Central Office. The report is very similar in format and content to the EI Authorized Provider Services Report (HSPR0771), except it includes only AT services with a status of "PEND," and it includes all participants that have pending services.

**HSPR0773 - EI-Participant Follow-up Report**

HSPR0773 is used to follow-up on EI program participants who are either over due or will soon be due for a follow-up activity. The report is triggered based on the current IFSP End Date, or based on the Next Follow-up Date as entered by the user on the Early Intervention Program Data screen (PA35).

**HSPR0774 - EI-Initial IFSP Due Report**

HSPR0774 is used to help assure that the EI participants receive a completed initial IFSP when due. The report lists active EI program participants that have not had an initial IFSP completed. This report is triggered based on the lack of an IFSP Start Date, as entered by the user on the Early Intervention Program Data screen (PA35).

**HSPR0776 - EI-Summary of Eligibility Determinations**

HSPR0776 provides a summary of EI determinations by eligibility determination code within a selected date range. This allows for distinguishing between the number of children that are found to be eligible for ongoing EI services and the number that are determined to be ineligible by reason. HSPR0776 is produced as an ad hoc report using Foxfire.

### **HSPR0777 - EI IFSP Report**

HSPR0777 allows the user to print a single report containing all the information captured in Cornerstone that is pertinent to the Individualized Family Service Plan (IFSP). The report is ran via the Foxfire program, and consolidates selected information from four other Cornerstone reports:

- Selected information is printed on the IFSP Cover Page based on the Participant Enrollment Information Report (HSPR0770)
- Selected Participant Forms (CM10) are printed
- Selected assessments are printed based on the Assessment History Report (HSPR0207)
- Information from the Authorized Provider Services Report (HSPR0771) is also included

### **HSPR0792 - EI-Caseload Summary Report**

HSPR0792 provides a summary of changes to the number of active participants during the reporting period, and the current caseload by case manager or family care coordinator. This report is intended for use by the EI program in order to monitor caseloads.

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## **Electronic Cornerstone User Manual**

The electronic Cornerstone User Manual has been updated to include all Cornerstone changes through Version 7.0. In addition, several new items have been added/revised:

- “Chapter 18 – Early Intervention” added
- “Appendix B – Code Listings” now includes diagnostic, procedure, and service codes
- “Appendix H – User Procedures for Reports Using Foxfire” added
- “Appendix I – Guide to Download Message Report (HSPR404)” added

You will find the electronic Cornerstone User Manual on the Cornerstone pull-down menu. After logging on to your workstation, click on the “Start” button located at the bottom left of your screen. The manual is located under Programs – then in the Cornerstone pull-down menu.

When you open the manual, you will be in the Table of Contents. This electronic manual is very similar to internet browsers in its use of hyperlinks. Therefore, all text that is red is hyperlinked. This means that when you click on any red text, a link will take you to the text that is being referenced.

You can find additional information in the Cornerstone User Manual in:

- Chapter 1 - *Section 1.3.1 – How to Use This Manual*  
*Section 1.3.2 – Structure of This Manual*
- Chapter 2 - *Section 2.7 – Electronic User Manual*

## PA11 – Birth Data

Infant Complications Codes: Italicized items are already in Cornerstone; non-italicized items are new codes.

<i>INFANT COMPLICATIONS CODE 1</i>	00	<i>DEATH PRIOR TO NEWBORN DSCHRG</i>
<i>INFANT COMPLICATIONS CODE 1</i>	01	<i>BIRTH INJURY</i>
<i>INFANT COMPLICATIONS CODE 1</i>	02	<i>CONGENITAL ANOMALY</i>
<i>INFANT COMPLICATIONS CODE 1</i>	03	<i>HYALINE MEMBRANE/RDS</i>
<i>INFANT COMPLICATIONS CODE 1</i>	04	<i>JAUNDICE REQUIRING TREATMENT</i>
<i>INFANT COMPLICATIONS CODE 1</i>	05	<i>MECONIUM ASPIRATION</i>
<i>INFANT COMPLICATIONS CODE 1</i>	06	<i>PNEUMONIA</i>
<i>INFANT COMPLICATIONS CODE 1</i>	07	<i>SEIZURES</i>
<i>INFANT COMPLICATIONS CODE 1</i>	08	<i>SEPSIS</i>
<i>INFANT COMPLICATIONS CODE 1</i>	09	<i>OTHER - ABNRML CNDTNS OF NWBRN</i>
<i>INFANT COMPLICATIONS CODE 1</i>	10	<i>NONE</i>
<i>INFANT COMPLICATIONS CODE 1</i>	12	<i>HEMOGLOBINOPATHY</i>
<i>INFANT COMPLICATIONS CODE 1</i>	13	<i>EXPOSURE - DRUGS</i>
<i>INFANT COMPLICATIONS CODE 1</i>	14	<i>EXPOSURE - ALCOHOL</i>
<i>INFANT COMPLICATIONS CODE 1</i>	15	<i>EXPOSURE - STDs</i>
<i>INFANT COMPLICATIONS CODE 1</i>	16	<i>EXPOSURE - HIV/AIDS</i>
<i>INFANT COMPLICATIONS CODE 1</i>	17	<i>BREATHING PROBLEMS</i>
<i>INFANT COMPLICATIONS CODE 1</i>	18	<i>TURNED BLUE</i>
<i>INFANT COMPLICATIONS CODE 1</i>	19	<i>IRREGULAR HEART BEAT</i>
<i>INFANT COMPLICATIONS CODE 1</i>	20	<i>CORD AROUND NECK</i>
<i>INFANT COMPLICATIONS CODE 1</i>	21	<i>DELAYED CRYING</i>
<i>INFANT COMPLICATIONS CODE 1</i>	22	<i>BRUISED</i>
<i>INFANT COMPLICATIONS CODE 1</i>	23	<i>OXYGEN DEPRIVATION</i>
<i>INFANT COMPLICATIONS CODE 1</i>	24	<i>UNSTABLE BODY TEMPERATURE</i>
<i>INFANT COMPLICATIONS CODE 1</i>	25	<i>PREMATURE</i>
<i>INFANT COMPLICATIONS CODE 1</i>	26	<i>POSTMATURE</i>
<i>INFANT COMPLICATIONS CODE 1</i>	27	<i>REQUIRE INTENSIVE CARE SERVICE</i>
<i>INFANT COMPLICATIONS CODE 1</i>	28	<i>CONGENITAL HEART ANOMALIES</i>
<i>INFANT COMPLICATIONS CODE 1</i>	29	<i>ANENCEPHALUS</i>
<i>INFANT COMPLICATIONS CODE 1</i>	30	<i>SPINA BIFIDA</i>
<i>INFANT COMPLICATIONS CODE 1</i>	31	<i>CLEFT PALATE</i>
<i>INFANT COMPLICATIONS CODE 1</i>	32	<i>CLEFT LIP</i>
<i>INFANT COMPLICATIONS CODE 1</i>	33	<i>CLEFT PALATE/LIP</i>
<i>INFANT COMPLICATIONS CODE 1</i>	34	<i>MUSCULOSKELETAL ANOMALIES</i>
<i>INFANT COMPLICATIONS CODE 1</i>	35	<i>DOWNS SYNDROME</i>
<i>INFANT COMPLICATIONS CODE 1</i>	36	<i>UNSPECIFIED DRUG</i>
<i>INFANT COMPLICATIONS CODE 1</i>	37	<i>NARCOTICS</i>
<i>INFANT COMPLICATIONS CODE 1</i>	38	<i>HALLUCINOGENIC</i>
<i>INFANT COMPLICATIONS CODE 1</i>	39	<i>COCAINE</i>
<i>INFANT COMPLICATIONS CODE 1</i>	40	<i>CANNABIS, AMPHETAMINE/OTHER</i>
<i>INFANT COMPLICATIONS CODE 1</i>	41	<i>DRUG WITHDRAWAL/NEWBORN</i>
<i>INFANT COMPLICATIONS CODE 1</i>	42	<i>SYPHILIS</i>
<i>INFANT COMPLICATIONS CODE 1</i>	43	<i>CONGENITAL INFECTIONS</i>
<i>INFANT COMPLICATIONS CODE 1</i>	44	<i>HYPOTHYROIDISM</i>
<i>INFANT COMPLICATIONS CODE 1</i>	45	<i>ADRENOGENITAL SYNDROME</i>
<i>INFANT COMPLICATIONS CODE 1</i>	46	<i>INBORN ERRORS OF METABOLISM</i>
<i>INFANT COMPLICATIONS CODE 1</i>	47	<i>CYSTIC FIBROSIS</i>
<i>INFANT COMPLICATIONS CODE 1</i>	48	<i>IMMUNE DEFICIENCY DISORDER</i>
<i>INFANT COMPLICATIONS CODE 1</i>	49	<i>LEUKEMIA</i>
<i>INFANT COMPLICATIONS CODE 1</i>	50	<i>HEREDITARY HEMOLYTIC ANEMIA</i>
<i>INFANT COMPLICATIONS CODE 1</i>	51	<i>CONSTITUTIONAL APLASTIC ANEMIA</i>

INFANT COMPLICATIONS CODE 1	52	COAGULATION DEFECTS
INFANT COMPLICATIONS CODE 1	53	NEUROFIBROMATOSIS
INFANT COMPLICATIONS CODE 1	54	RETINOPATHY OF PREMATUREITY
INFANT COMPLICATIONS CODE 1	55	CHORIORETINITIS
INFANT COMPLICATIONS CODE 1	56	STRABISMUS
INFANT COMPLICATIONS CODE 1	57	ENDOCARDIAL FIBROELASTOSIS
INFANT COMPLICATIONS CODE 1	58	OCCLUSION OF CEREBRAL ARTERIES
INFANT COMPLICATIONS CODE 1	59	FETAL ALCOHOL SYNDROME
INFANT COMPLICATIONS CODE 1	60	INTRAUTERINE GROWTH RETARDATION
INFANT COMPLICATIONS CODE 1	61	CEREBRAL LIPIDOSES
INFANT COMPLICATIONS CODE 1	62	BIRTH WEIGHT<1501 GRAMS
INFANT COMPLICATIONS CODE 1	63	DISCHARGE FROM DPU