

### MEMORANDUM

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**Bruce A. Johnson,**  
President & Chief Executive Officer

Date: May 25, 2005  
To: Cornerstone Agencies  
From: Sherri Butler  
Director of System Development & Software Support  
Subject: Cornerstone Software Upgrade Version 9.10

Cornerstone is being upgraded to Version 9.10. BOD messages will be sent with release schedule information. Watch for these messages to find out when your site will receive the version upgrade.

IT IS IMPERATIVE THAT ALL LAPTOPS BE UPLOADED THE NIGHT BEFORE YOU RECEIVE VERSION 9.10!

Unless every laptop at your site is in the upload 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 9.10 will kick off the upgrade process. It will take approximately fifteen (15) to thirty (30) minutes or longer to process the upgrade.

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 - WORKSTATION TEMPORARILY UNAVAILABLE - PLEASE WAIT - THANK YOU." Please DO NOT turn off your PC if your screen shows this message. No other users 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.

The descriptions of the changes made in the version have been broken down into the following sections: Changes Affecting ALL Programs, EI, FCM, Immunizations, TPS, and WIC. 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.

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# Cornerstone Version 9.1 Changes

## Changes Affecting ALL Programs

The **Participant Enrollment screen (PA03)** has been modified to reflect the following changes:

- Changes to Race & Ethnicity have been added to the screen in order to allow entry of multiple race codes.
- An Asian Sub-Category field has also been added. If Asian is entered as a race code, then an Asian sub-category must be chosen.

## Breast and Cervical Cancer Program (BCCP)

The **BCCP Detailed Procedure and Reimbursement Report (HSPR0783)** has been modified to fix the problem with data being left off at the end of the page.

## Early Intervention (EI)

A new screen **Early Childhood Tracking Screen (PA34)** has been added. Details will follow from the EI program.

## Family Case Management (FCM)

The **Portable PC Upload/Download process (AD09)** has been modified. This change will fix the sporadic problem which caused some Participant Goals and Planned Services to be duplicated on the server after laptop upload under certain circumstances.

## Immunization

The **Immunizations screen (PA12)** has been modified to allow entering a Lot Number for an Immunization Type of 10 - TB Skin Test, as well as still allowing the skin test result. If a Lot Number is entered on this screen for this immunization type, it will subtract from your inventory. Since both the Lot Number and skin test results can be entered on the PA12, ALL Immunization Type 10 records will now need to be entered on the PA12. Previously, only a Lot Number OR a Result could be entered on the PA23, therefore, the **Multiple Immunization Entry screen (PA23)** has been modified to no longer allow adding an Immunization Type of 10 - TB Skin Test on this screen.

**Immunization Forecasting** has been modified to forecast a shot due after the age of four (4) for the following shot types:

17-IPV  
20-DTaP

## Teen Parent Services (TPS)

The **Portable PC Upload/Download process (AD09)** has been modified to allow the use of laptops for the TPS program. Clients assigned to a Case Manager with a program code of TPS can now be downloaded.

## WIC

The **Adult Health Visit screen (PA08)** has been modified to no longer calculate BMI for pregnant women.

The **Birth Data screen (PA11)** has been modified to auto-fill the Type of Place, City, State, and County when a Hospital ID is chosen.

The End-of-Day process will now automatically save a backup copy of all the **Participant Master Record – for WIC (HSPR0114)** reports for the WIC clients seen that day onto both the hard drive of the EOD workstation as well as the server. As long as EOD is successful, the file is overwritten the next night with that day's information. Users will still be able to print the records the same way they do now, if they choose.

The **Infant/Child Health Visit screen (PA09)** has been modified to allow two new breastfeeding questions:

- Any Supplementary Feeding (Y or N)
- First Date of Supplemental Feeding

The **Lock/Unlock Participant FI Issuance screen (AD24)** screen has been modified to show the comments from the **Alert Comments screen (CM07)**.

The **Schedule Appointment screen (SC02)** has been modified to show a warning message when a WIC Certification visit is being scheduled for a child who will be over the age of five (5) at the time of the scheduled appointment.

The **Certification Period for a Breastfeeding Woman** has been modified. When a participant is certified using either the WIC Cert – Breastfeeding (WCB) or WIC Cert – Breastfeeding New (WCBN) service codes, the scheduled term date will now be set to one (1) year from the baby's date of birth. The **WIC Cert - Breastfeeding Re-evaluation (WCBR) Service Code** is no longer available. Therefore, the **WCB Service Code** should be used in its place in order to extend the certification period for participants that were certified before this change took place.

The **In-State Transfer Process** has been modified to include information from the **Breast Pump (PA29) screen**. Users will be able to identify participants who have received a breast pump from a prior certifying agency. With this information, users can follow-up with appropriate breastfeeding support and counseling.