

MEMORANDUM

Date: April 11, 2008
To: Cornerstone Agencies

From: Julie Hagele
DHS/MIS Cornerstone Unit Supervisor

Subject: Cornerstone Software Upgrade Version 11.10

Cornerstone is being upgraded to Version 11.10. 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 11.10!

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 11.10 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 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: All Program changes, Breast and Cervical Cancer (BCCP) Program changes, Immunization Program changes, Teen Parent Services (TPS) Program changes, and Women, Infants and Children (WIC) Program changes. 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.**

General Changes

Currently, a monthly process exists in Cornerstone commonly known as 'Medmatch'. This process performs 2 main functions: 1. identifying Case Management Case Finding participants and 2. importing Medicaid data, which is used by various Cornerstone programs.

With Version 11.10 the importing of Medicaid data will become a daily process. In addition, each clinic will have access to statewide Medicaid data with 2 year history for all existing Cornerstone participants. The **PA01 - Participant Look-up screen** has been enhanced to allow users to look up participants by Case ID or by Recipient Id (RIN) and will show the statewide Medicaid data.

For new Cornerstone participants, Medicaid data will be downloaded to clinics with the Beginning of Day that occurs after the participant has become Eligible or Active in a program. To re-state that, there will be a one day lag in receiving Medicaid data for newly added participants and a PA15- Program Information record in status E or A must exist to trigger the downloading of the Medicaid data. For existing Cornerstone participants, updates will be sent daily through the Beginning of Day process.

A new screen has been added for displaying participant's eligibility data for the following programs: All Kids < 200 %, All Kids Expansion, Food Stamps and Cash. The screen is **PA42 – View Participant Additional Eligibility Information screen**. This new screen is an inquiry only screen. The F5-Add and F6-Edit functions are not available on this screen since the information is for view only purposes. The **PA05 - Participant Medicare/Insurance screen** will no longer display Medicaid data or allow adding or editing of this data. PA05 has been modified to be the **Medicare/Insurance** screen and will still function for Medicare, Insurance and Other coverage types.

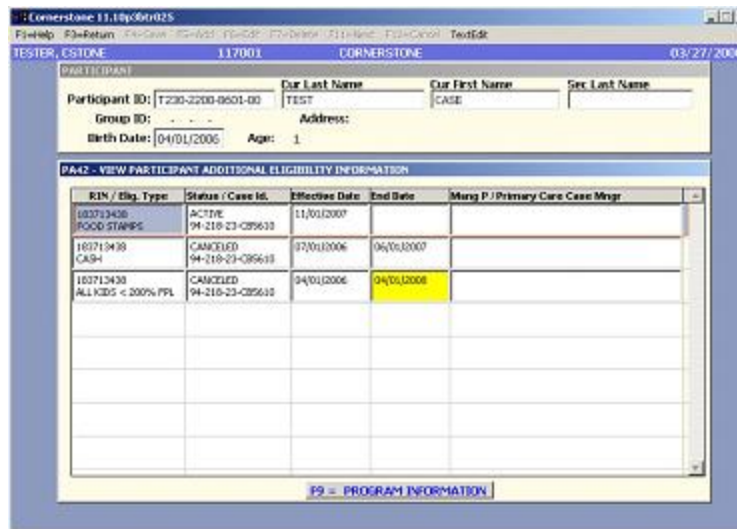
The current process for **Case Management Case Finding** will continue to run on a monthly basis and the **HSPR0724 – Case Finding List Report** will automatically be generated.

All Programs

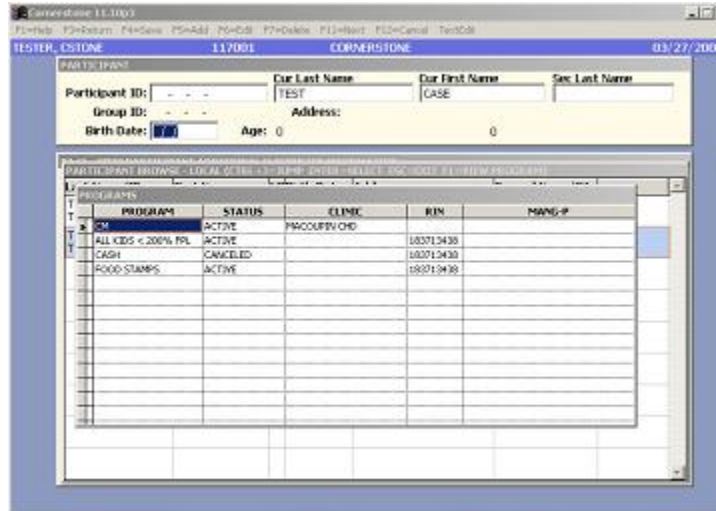
- **PA42 – View Participant Additional Eligibility Information screen** - This new screen displays the Additional Eligibility for a participant. The programs included are: **All Kids < 200%, All Kids Expansion, Food Stamps and Cash**. **It is important to note that sometimes the Effective Date and / or End Date can be in the future, therefore, if the status is displayed as 'Active', but the Effective Date is in the future, that participant is not active until the Effective Date. If the status is 'Canceled', but the End Date is in the future, the participant is currently 'Active' and will be canceled as of the End Date.** When these dates are in the future, the screen will highlight them with a yellow background to make this more obvious.

Status descriptions for Additional Eligibilities:

- Active - Active for Medical/Cash/Food Stamp coverage
- Canceled - Canceled for Medical/Cash/Food Stamp coverage
- Denied - Denied Application for Medical/Cash/Food Stamp coverage
- Extend Med - Authorized for Extended Medical coverage (similar to Active - applies to Medical only)
- 1 Month Aprv - is only applicable to Food Stamps and identifies a 1 Month Mercury issuance of Food Stamp benefits.
- Pending - Pending Application for Medical/Cash/Food Stamp coverage
- Restricted - Sanctioned from Medical/Cash/Food Stamp coverage (similar to canceled)
- Suspended - Suspended from Medical/Cash/Food Stamp coverage (similar to canceled)
- Transfer - Transferred form Medical/Cash/Food Stamp coverage (similar to canceled)
- Transfer appl - Transferred Pending Application for Medical/Cash/Food Stamp coverage



- Participant Browse / Additional Eligibility Information** – The Participant Browse window accessed by completing the look-up function, either from PA01-Participant Look-up screen or from the Participant Standard Processing Block, has a F1 Help feature that displays the Cornerstone programs and All Kids eligibility information for the participant selected in the Browse window. This has been modified to include the new Additional Eligibility data, including Food Stamps and Cash. **Because dates are not displayed on this F1 Help window, the Status is determined from the Effective Date and End Date and displayed accordingly. This means that you may see a participant in an 'Active' status in the F1 Help Browse window, but on the PA42 screen the participant may show a status of 'Canceled' with the End Date in the future.**



- PA42 – View Participant Additional Eligibility Information screen** – Active users that have access to the **PA05 - Participant Medicare/Insurance screen** will automatically have access to this new view only screen.
- PA21 – Participant Duplicate Browse screen** - This screen has been modified to correct the issue sometimes encountered on this screen.

- **PA02 – Participant Profile screen** - This screen has been modified to correct the issue with the program status sometimes displaying incorrect on this screen.
- **PA03 – Participant Enrollment screen** - This screen has been modified to allow the enrollment of participants over 70 years old in to Cornerstone. A warning message is still received.
- **AD09 – Portable PC Upload/Download screen** – The time it takes to download your caseload to a laptop has increased slightly due to the statewide Medicaid data that is now downloaded.
- **HSPR0208 – Expanded Genetic Screening Tool Report** – This new report has been added under the Participant section of the Reports menu and compiles information from the GST – Genetic Screen Tool assessment.

Breast and Cervical Cancer (BCCP) Program

- **PA15 – Program Information screen** – In appropriate situations, a warning message “Saving this initial contact date will cause errors on report 783. Do you want to save the record?” will be received on this screen when changing from one **Category** to another and changing the **Initial Contact Date**. If the warning is ignored and the record is saved, the HSPR0783 – BCCP/WW DETAILED PROCEDURE & REIMBURSEMENT REPORT could reflect inaccurate results.

Immunization Program

- **PA23 - Multiple Immunization Entry screen** – This screen has been modified to eliminate the edit functionality on this screen. Editing of shot data should be done on the **PA12 – Immunizations screen**.

Teen Parent Services (TPS) Program

- **SV01 – Service Entry screen** – Due to the screen revisions in version 11.10, the flow of data entry for TPS Teen Parents has been modified. **Since the All Kids information can no longer be added on the PA05 - Participant Medicare/Insurance screen, the step of adding this information has been replaced with the addition of a new service code on the SV01 - Service Entry screen.**

If a Teen Parent is not active in the WIC, Case Management or Food Stamps programs, users are to verify the participant's eligibility in the All Kids < 200% program, whether or not the client's card is presented at the time of service. Then add a service of **'0003 TPS: Verify All Kids <200%'** on the SV01 - Service Entry screen. Users can then proceed with the PA15 - Program Information screen as usual.

Women, Infant and Children (WIC) Program

- **AS02 – WIC screen** – “FP not appropriate – verify breastfeeding info on PA09” message received on AS02 screen is now an error message (used to be a warning message).

It is now required that breastfeeding information fields be completed appropriately on the **PA09 – Infant / Child Health Visit screen** before food packages can be entered on the AS02 screen and before food instruments can be issued.