Region VI
UAS-NY Coordinators
Role & Responsibilities

May 1, 2013

K. John Russell
Program Director

Scott Jill and Lisa Howard
Program Coordinators

UAS-NY Components

- Three Assessment Instruments

  - Community Assessment for ages 18 and over
  - Pediatric Assessment for ages 4 through 17
  - Pediatric Assessment from birth through age 3

- Software Application

- Training Environment

Statewide Implementation Plan

- UAS-NY will replace currently used assessment instruments in the following programs/plans:

  - Adult Day Health Care
  - Assisted Living Program
  - Care at Home I/II Waiver
  - Consumer Directed Home Care
  - Long Term Home Health Care

  - Managed Long Term Care
  - Nursing Home Transition and Diversion Waiver
  - Personal Care
  - Traumatic Brain Injury Waiver

The Role of UAS-NY Coordinator

- Serve as the project manager for your organization's implementation of UAS-NY
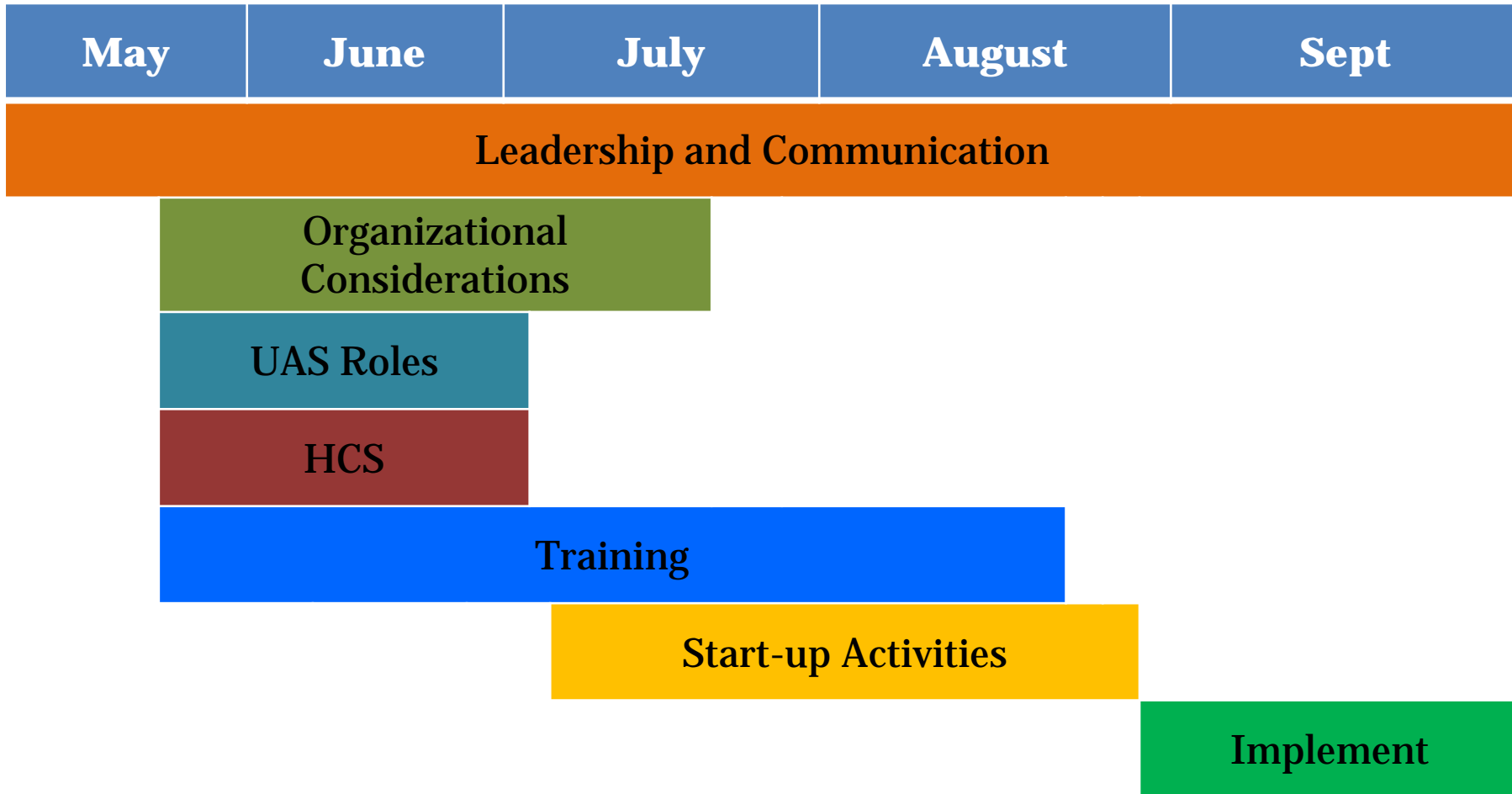
- Single point of communication with NYS DOH

(UAS-NY Transition Guide, page 14)

Learn fundamental concepts about the UAS-NY application

- Functionality of the Application

- Assessment Instruments

- Training Environment

(UAS-NY Transition Guide, page 7)

Transition Activities Timeline

May	June	July	August	Sept

Leadership and Communication

Organizational Considerations

UAS Roles

HCS

Training

Start-up Activities

Implement

Leadership and Communication

- Establish a leadership team
  - Executive sponsorship

- Communication
  - Internal
  - External

(UAS-NY Transition Guide, page 14)

Organizational Considerations

- Review Your Organization's Assessment Process

- Consider your organization's Business Process

- Information Technology Support

Organizational Considerations

- Review Your Organization's Assessment Process
  - What programs does your organization complete assessments for?
  - Who within your organization is involved in the assessment process? What is their role?
  - Do you work with other organizations to complete a coordinated assessments?
  - Who is required to sign an assessment?

(UAS-NY Transition Guide, page 18)

Organizational Considerations

- Considering your organization's Business Process
  - How is individual assessment data currently used by your organization?
  - How will the organization support staff completion of recommended online training?
  - What supports will be put in place to ensure the accuracy and reliability of assessments?
  - How is assessment data used to support planning, management, or other administrative functions?

(UAS-NY Transition Guide, page 19)

Organizational Considerations

- Information Technology Support
  - UAS-NY Online Application
    - Laptop or Desktop
  - UAS-NY Offline Application
    - Laptop- fully encrypted
  - Training Environment
    - Speakers or headphones

(UAS-NY Transition Guide, page 20)

UAS Roles

- UAS-NY is a role-based system

  - Governs what **data** can be viewed or edited and what **functions** may performed

  - UAS roles are general not specific

  - Understand audience for each role

  - Ensure that role assignment is consistent with HIPAA and HITECH Act

(UAS-NY Transition Guide, page 21)

Health Commerce System (HCS)

- Organizations grouped by type
- HCS Coordinator
- Each user must have their own HCS user account
- Establish Trust Level 3 Verification
- Assign and Manage UAS Roles
- Provide Training on the HCS, as need is identified

(UAS-NY Transition Guide, page 23)

Training

- Staff computer proficiency
- Provide training on the HCS, as need is identified
- Ensure staff complete required UAS-NY training
- Support staff's continued participation in UAS-NY recommended training
- Provide in-service training

Start-up Tasks

Preparing your organization's case file

- Initiate a Statewide Search
- Build Your Organization's Case List
- Create Program Entries
- Initiate Assessments
- Document Diseases and Medications

(UAS-NY Transition Guide, page 27)

Key Dates and Events

May 22, 2013	Preparing Staff Access to UAS-NY Webinar
June 12, 2013	UAS-NY Training Environment Orientation Webinar
Not later than October 1, 2013	Implementation deadline to begin using the UAS-NY for all assessments
Post October 1, 2013	Support integration of UAS-NY into business processes

Additional information can be found on the DOH Website

http://www.health.ny.gov/health_care/medicaid/ redesign/uniform_assessment_system/index.htm

Questions may be emailed to:

uasny@health.state.ny.us

or

Call UAS-NY Support Desk

Monday – Friday

8:00 AM – 4:00 PM

518-408-1021