



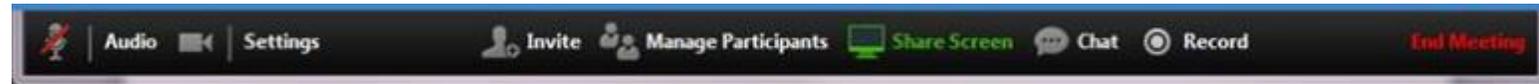
Iowa Behavioral Health Reporting System

# Statewide Waitlist Training

## IBHRS Integrated Treatment (SUD/PG) Reporting

July 28, 2021





## Welcome!

- ZOOM Interface
- Muting Audio/Video
  - Microphone/Audio/Video icons
  - Headset is best if joining by computer and not using phone
- Chat – Questions Welcomed!
- Will be Recorded and Posted to the IBHRS Website:  
<https://www.idph.iowa.gov/Bureau-of-Substance-Abuse/Substance-Use-and-Problem-Gambling-Data-Reporting/Iowa-Behavioral-Health-Reporting-System>

### AGENDA

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- Introductions
- Logging into IBHRS
- Navigation to IBHRS Statewide Waitlist
- Waitlist Workflow
- Q & A

## Statewide Waitlist Transition

- Statewide Waitlist records that are not **Closed** or **Rejected** will be migrated by FEI to the new/updated facilities created by IDPH. Closed and Rejected records will be available under the Provider Agency Facility when the referral was made.
- **NOTE** – There is a truncated blackout period beginning at 7:00am CT on 8/9/21 through the creation of new user accounts

## Logging in to IBHRS UAT Site

FEI will create an account for those staff who will be practicing data entry.

Instructions located on the [IBHRS Documentation Page](#)

## Two-Factor Authentication

### One-Time Setup

- 1** Download the Microsoft or Google Authenticator app.


- 2** When your account is created in IBHRS, you'll receive an email with the TOTP link.


- 3** Click the link to get the QR Code. Scan the code with the Authenticator app.


- 4** You'll get a unique number (TOTP Code) that you can use when you log in to IBHRS!



### Everyday Use

- 1** The login page will have a TOTP field.


- 2** Open your App and get your TOTP code.


- 3** Use the Code when you log in!



## IBHRS Statewide Waitlist

The screenshot shows the user interface of the IBHRS UAT (Iowa Behavioral Health Reporting System User Acceptance Test) application. At the top left, the logo for WITS 21.1.0 is displayed. The main header area includes the text "IBHRS UAT" and "Snapshot" with a menu icon. On the right side of the header, the user's profile is shown as "KS Kory Schnoor, Administrative Agency, Administrative Unit" with a dropdown arrow. A left-hand navigation menu contains four items: "Home Page" (with a house icon), "State Waitlist" (with a list icon and a red arrow pointing to it), "BHRS Reporting" (with a clipboard icon), and "Agency" (with a building icon). The main content area features a large card with a yellow date widget showing "June 22" and the text "Hello, Kory". Below this is an "Announcements" section with the message "You have no announcements."

## Searching Waitlist

### State Waitlist Search

Agency Name	<input type="text"/>	Facility Name	<input type="text"/>
Program Name	<input type="text"/>		
Modality	<input type="text"/>		
Facility GeoCode	<input type="text"/>	Beds/Slots Available	<input type="text"/>
Age Group	<input type="text"/>	Gender Specific	<input type="text"/>

Actions

## Adding Client to Waitlist

### Client Waitlist Profile

Agency Community and Family Res	Facility Community and Family Res	Age/Gender Adult/Male
Program Name ASAM 3.1 (Male)	Modality Clinically managed low intensity residential	
Available Slots 10	Waitlist Status Referred	Date on Waitlist <input type="text"/>
Planned Date of Admission <input type="text"/>	Date of Admission <input type="text"/>	Closure Reasons <input type="text"/>
Phone Number <input type="text"/>	Client Name <input type="text"/>	Unique Client Number <input type="text"/>
Gender <input type="text"/>	DOB <input type="text"/>	Last 4 of SSN <input type="text"/>
Pregnant <input type="text"/>	Due Date <input type="text"/>	IV Drug User <input type="text"/>
Other Priority Options All Other Contract KY Pregnant/IV Users State Probation/Parole		Selected Priority Options <input type="text"/>

### *Waitlist Statuses*

1. **Referred.** Status when someone is placed on a waitlist.
2. **Pending Admission.** Once an admission is scheduled by the receiving agency, they'll change the waitlist record to "Pending Admission" and enter the Planned Date of Admission.
3. **Admitted.** Once the admission occurs, the receiving agency (where the admission is done) will update the waitlist record status to "Admitted" and enter the Date of Admission.
4. **Closed.** The placing or receiving agency may update to the "Closed" status if the client is pending admission at another agency or the client does not show/refuses treatment.
5. **Rejected.** The receiving agency may change the status to "Rejected" and enter the rejection reason.

## My Programs

View clients placed on your agency's program waitlist

### Program Waitlist Search

Waitlist ID   
 Facility   
 Program Name   
 Modality   
 Statuses   
             
             
 Selected Status(es)   
                             
 Available Slots

### Program Waitlist List

Waitlist ID	Program	Placed by Agency	Client Name	Pregnancy Due Date	Person who Uses IV Drugs	Days Waiting	Priority Score	Status	
412	ASAM 3.1 (WC)	Iowa Department of Public Health	Boone, Sara	11/21/2020	Yes	265	5	Referred	⋮
424	ASAM 3.5 (WC)	Iowa Department of Public Health	March, Josephine	1/30/2021	Yes	205	5	Referred	⋮
434	ASAM 3.1 (Male)	Administrative Agency	Concerned Person, Placement Screening		No	119	0	Referred	⋮

## My Clients

View the status of clients your agency placed on other agencies' waitlists

### Client Waitlist Search

Client First Name

Client Last Name

Unique Client Number

Waitlist ID

Agency

Program Name

Modality

Statuses: Rejected, Closed, Admitted  
 Selected Status(es): Pending Admission, Referred

Days Waiting

Pregnant

HIV

IV Drug Use

### Client Waitlist List

Waitlist ID	Client Name	Agency/Facility	Program Name	Days Waiting	Priority Score	Person who Uses IV Drugs	Pregnancy Due Date	Status
445	Andersen, Andrew	Center for Alcohol and Drug Services/CADS Country Oaks	ASAM 3.5	53	0	No		Referred

# QUESTIONS?

YOU ARE HERE



## Implementation Timeline

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### July 2021

- Complete FINAL Data Entry for SUD/PG in I-SMART and Submissions to CDR (for SFY2021)
- Begin Collecting IBHRS Data
- Technical Assistance Webinars
  - Vendor Specific Session (7/14)
- IBHRS Portal Usage and Data Entry Screen Trainings
  - OTP Registry Training (7/20)
  - Statewide Waitlist Training (7/28)
  - Grant Management Training (7/30)
- Complete XML Submission Testing for Integrated Treatment (SUD/PG) Reporting
- Complete H837 IPN Claim Submission Testing

### August 2021

- Final Training – Topic TBD (8/2)
- Begin Reporting IBHRS Data
- Previous SUD and PG Episodes Entered in I-SMART Read Only in IBHRS
- I-SMART Not Available
- No Submissions to CDR
- Certification Activities (testing XML and H837p files) Complete

## Next Steps

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- [IBHRS Home Page](#)
- IBHRS Basic Certification Form:  
<https://surveyhero.com/c/IBHRSBasicCertificationForm>
  - Webinar Schedule
  - Details and support documentation for the entire series will be posted on the IBHRS Home Page
  - FAQ Document
  - Submit all IBHRS related questions via email to the SAPG Data Help Desk at [SAPGData@idph.iowa.gov](mailto:SAPGData@idph.iowa.gov)



## Iowa Behavioral Health Reporting System

### IBHRS Contact

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[SAPGData@idph.iowa.gov](mailto:SAPGData@idph.iowa.gov)