



# LTSSMaryland Monthly Spotlight

March 11, 2023

Welcome to the latest newsletter! Your guide to new functionalities, upcoming upgrades, and bug fixes.

## System Wide Updates

### Automating Login Name Creation

**Programs: All**

MDH is automating login name assignment so that when a Staff Profile is indicated to allow login into LTSSMaryland the administrators do not have to make up login names for their staff.

## Updates to LTSSMaryland

### Update MDH Letterhead

**Programs: All**

MDH is updating their Letterhead to indicate the new staff appointed to the roles of Governor, Lieutenant Governor, and Secretary of Health.

### Update Wave Logic to Ensure Authorized Users Can Place Participants into the Next FY Wave or Return to the Waiting List

**Programs: Developmental Disabilities Administration (DDA)**

MDH is enhancing the LTSSMaryland system so authorized users can move participants to the next Fiscal Year Wave or return them to the Waiting List as their cases indicate.

### Update SIS referral process with New Age Limitations and Referral Due Date Limits

**Programs: Developmental Disabilities Administration (DDA)**

MDH is enhancing the LTSSMaryland Support Intensity Scale (SIS) referral process to extend assessment due dates to 30 days. This enhancement also increases the participant age limitation referrals to 16 years of age.

### HRST Process Improvements

**Programs: Developmental Disabilities Administration (DDA)**

MDH is continuing to expand access to the HRST process to all CCS users that are assigned to a participant.

### Prevent Enrolled Participants from Being on a Waiting List

**Programs: Developmental Disabilities Administration (DDA)**

MDH is enhancing the system to ensure that once a participant is enrolled in a DDA Program that they are no longer active on the DDA waiting list.

## March Maintenance Window

Friday, March 10th 8:00 pm  
to  
Saturday, March 11th 9:00 am

LTSSMaryland updates will be available after this maintenance window.

## Future Release News!

**Next major release: April 2023!**

Look out for the next newsletter for more information on this release!

### Any questions?

Please contact your MDH program liaison.

**Create CCS Historical ODF Report and Extract in LTSSMaryland**  
**Programs: Developmental Disabilities Administration (DDA)**

MDH is adding a new report with extract capabilities that provides users with historical tracking of a participant's DDA program enrollment and disenrollment history.

**Modify Fields to the CCS Waiver Report and Create Extract in LTSSMaryland**  
**Programs: Developmental Disabilities Administration (DDA)**

MDH is updating the CCS Waiver Report to include waiver packet upload information, as well as 90-60-30 weekday countdowns for Redetermination and LOC Recertifications. This update also creates an extract for CCS users.

**Modify Data Fields to the CCS Agency Activities Report and Data Extract from LTSSMaryland**  
**Programs: Developmental Disabilities Administration (DDA)**

MDH is updating the CCS Agency Activities Report to add total estimated billable units for the day, a hyperlink to the direct activity, and adds the activity log ID for tracking. This also updates the extract to include those updates as well as add client ID and split date/time fields for easier data manipulation.

**Create a CCS Client Attachments Report and Extract in LTSSMaryland**  
**Programs: Developmental Disabilities Administration (DDA)**

MDH is adding the CCS Attachments Report as well as Extract to provide users with a list of all the uploaded attachments for their assigned participants.

**REM Business Rule Changes related to ICD 10 Update**  
**Programs: Rare and Expensive Case Management (REM)**

MDH is programming the latest version of the International Classification of Diseases (ICD) 10 codes into LTSSMaryland and updating the business rules applied to the REM program for qualifying diagnoses.

## Updates to Provider Portal

**Provider Portal Client Search Restrictions**  
**Programs: Office of Long-Term Services and Supports (OLTSS)**

MDH is updating the client search page on Provider Portal to be in alignment with the client search on the LTSSMaryland side. This will restrict the case management agency users to only return results for the clients that they are assigned to and require them to enter specific criteria when searching in order to get a matching result.

## Other Updates

**Select minor enhancements and bug fixes in LTSSMaryland**

- Corrected an issue where the Effective Date of the Model Waiver Intake Packet was not correctly displaying from the list page.
- Corrected an issue where the CCS Client Roster Report was not pulling all assigned participants.
- Corrected an issue where the CCS Waiver Report was unable to be downloaded into an Excel file due to a "Runtime" error.
- Corrected an issue where the Monthly Contact Activity Type was inadvertently removed from the input filter for the REM Activity Report, thereby removing the ability for users to search for and get results for that type of activity when auditing their staff.
- Corrected an issue where the DDA PCP Auto Extend night job was failing because of a field in the PCP going over the expected character limitation. This was affecting not only the auto extend of that PCP, but all subsequent ones yet to be processed as well.

- Corrected an issue that removes a duplicate waiver enrollment, preventing the completion of a DDA Overall Decision Form (ODF) for one participant.
- Corrected an issue where users were unable to navigate within a specific Plan of Service when clicking the Summary link due to a system reference issue.
- Corrected an issue where three specific data points related to the linked Emergency Service Plan of the Emergency Situation Form were not displaying on the list page of the form.
- Corrected an issue where CCS Administrators were unable to get any results when running their Monitoring and Follow Up Form My List.

### **LTSSMaryland's Mission**

*“To provide an online solution to coordinating Medicaid Home and Community-Based Services across programs.”*