SanWITS Electronic Health Record (EHR) clinical documentation is expected to be begin in FY 20-21 and will be introduced in phases. These phases will have clear roll-out periods that should not overlap dates.

PHASE 1

- ❖ Adult Initial Level of Care Assessments
- ❖ Adolescent Initial Level of Care Assessment
- ❖ Parent/Guardian Initial Level of Care Assessment
- ❖ Recommended Level of Care Assessment
- ❖ Discharge Summary
- ❖ Risk Assessment and Safety Plan
- ❖ Diagnostic Determination Note

PHASE 2

- ❖ Treatment Plan
- ❖ Recovery Plan

PHASE 3

- ❖ Progress Notes
- ❖ Additional Assessments / forms

Additional Enhancements

- ❖ New Look to screens
- ❖ Dashboards
- ❖ Document Storage
- ❖ Scheduler
- ❖ CalOMS Outcome Measures
- ❖ Interoperability (Data Warehouse)
- ❖ Contract and Invoicing Management System (CIMS)
- ❖ Void functionality
- ❖ QA Chart Review module
- ❖ Lab Module Integration
- ❖ Various Improvements

MANAGEMENT INFORMATION SYSTEMS

**SERVICE
INTEGRITY
CONNECTION**

NOTE:

- Access to be able to document the client chart (assessments, DDN, treatment plans, recovery plan and progress notes) will be limited to direct service staff only

- **To achieve successful results, please consider the following:**
  - o Program managers are recommended to attend training first, followed by those with prior SanWITS experience and/or strong computer skills

  - o New hires should be oriented to their program prior to attending training - sending staff to be trained during their first week of employment tends to be overwhelming because they don't have the foundation to generalize what they are taught

  - o Exposure to documentation training is highly recommended in advance of SanWITS training - the intent of SanWITS training is to learn the functionality of the software, not documentation or clinical standards

  - o Details for virtual training opportunities are included in the monthly SUD Up to the Minute newsletter along with documentation webinars available on Optum website at: https://www.optumsandiego.com/content/sandiego/en/county-staff---providers/dmc-ods.html)

  - o Documenting directly into SanWITS is the most efficient method

  - o Computer hardware and bandwidth needs should be evaluated by the facilities IT department

  - o Basic computer skill proficiencies improve training outcomes - solid skills in computer use such as touch typing using all ten fingers and operating a mouse