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Local System Managers, Contract Agencies and Independent Contractors:

From now through our Go-Live date of June 27, 2022, I will be sending a weekly TRAC-IT email each Tuesday to share updates and reminders. I am sending two separate emails today since there are 8 attachments. Each email will have 4 attachments.

Personnel Spreadsheet: There will be a Technical Assistance Zoom on April 12th, 12:15 - 1:00, to support local system managers and contract agency contacts in completing the personnel spreadsheets you recently received. There will be an overview of the personnel and user role import template with an opportunity to ask questions. The session will be recorded. Join us with this link: https://us02web.zoom.us/j/84126997771.

EHR Uploads: The deadline to indicate your intention to pursue an EHR upload for Day 1 is April 15th. As indicated in previous communication to contract agencies, we will prioritize support to local lead agencies for Day 1. We will work with interested contract agencies to upload data as quickly as possible, depending on the number of local lead agencies that plan to pursue an upload.

Those who "commit" by April 15 may still change their mind during the testing and onboarding process, decide to direct enter data in TRAC-IT on Day 1 and pursue an EHR upload later. Those who do not commit by April 15 will be able to pursue an EHR upload after Day 1, if desired.

To assist with EHR upload planning, there are several documents attached:

- Updated data dictionary that includes changes since the last version plus field and entity validations
- A document that outlines what changes were made since the last version. Additionally, any update that is not specific to a validation has been marked in peach in the data dictionary.
- Updated EHR Logic document with clarification in blue font
- Updated schema to match the data dictionary
- Updated sample file to align with the schema
- Dropdown list values
- Diagnosis (ICD10 codes)
- Organization codes
Those who indicate they will pursue an EHR upload for Day 1 will be asked soon after April 15th to identify the entities they wish to upload, so you may want to be considering that now. Remember, entities and their associated fields are listed in the data dictionary. This information will assist in planning.

Thank you for your work in making this a successful transition to TRAC-IT.
Catherine

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Pronouns: she, her, hers

4 attachments

- EHR Logic 040522.docx
  27K

- Data Dictionary Change Log_040422.docx
  23K

- Dropdown list 04042022 (1).xlsx
  44K

- Data Dictionary_040422_Validations_MC.xlsx
  43K