TRAC-IT Update

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TRAC-IT Stakeholders,

The requirement to populate five data fields associated with first visit contact notes in TRAC-IT (by direct entry or EHR upload) has been eliminated for Day 1. Instead first visit contact notes will be required, along with all other contact notes, beginning November 15, 2022. Please note that even after that date, only certain fields associated with contact notes are required in TRAC-IT, e.g. most narrative fields are not required.

This delayed requirement will allow local lead agencies and contract agencies that wish to pursue an EHR upload for contact notes six more months to prepare and test upload files. We recognize that most agencies require contact notes in their local EHR to support billing and will continue to work with local systems and provider agencies between Day 1 and November 15 to identify any additional fields that may be necessary in the TRAC-IT extracts to support billing.

If you had indicated you planned to pursue an EHR upload for Day 1 and have changed your mind now that no contact note fields will be required on Day 1, please let David Mills <david.mills@dbhds.virginia.gov> know.

Three documents are attached to this email to ensure alignment with the delayed requirement for first visit contact notes:

- Revised Data Dictionary indicating the fields associated with the first contact note are not required on Day 1.

https://mail.google.com/mail/u/0/?ik=c43bc6e6da&view=pt&search=all&permthid=thread-f%3A1733013604577320859%7Cmsg-f%3A1733013604577320859
· Revised Dropdown List document with an added option in the dropdown list for Reason If Late. The new value, WORKAROUND, is a temporary option that can be used through November 14th if the first visit contact note fields are not in TRAC-IT.
· A change log documenting the changes to the Data Dictionary.

While DBHDS received and did give consideration to a request to delay all contact note requirements in TRAC-IT until at least July 1, 2023, a delay of this length introduces additional costs and risks to the project that we are unable to support. We look forward to working with you over the next six months as we complete the initial launch of TRAC-IT and prepare for full implementation of TRAC-IT on November 15, 2022.

Thank you,

Catherine

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Pronouns: she, her, hers

3 attachments

- VA Data Dictionary_051622_Validations_MC.xlsx
  47K
- TRAC-IT+Change+Log+2022-05-16.docx
  87K
- TRAC-IT+Dropdown+Lists+REVISED+2022-05-16.xlsx
  47K