

# **New Features and Enhancements to SISOnline®**

Although, SIS, by itself, has been found to be very strong, various enhancements have been helpful to some, these new features, enhancements and supplements that are available and may be useful to you!

## **1. Quality Module Enhancements and Customization**

Maintaining the quality of the SIS interviewers' ratings is one of the most challenging areas for states to manage. The IRR module helps state SIS program managers by automates scoring and saving, monitoring, and tracking interviewers' IRR records. Specific include:

- **Customization of Training History Records to provide** six additional records: types of training received: (one-day, train-the-trainer, or training for Interviewers or administrators), date of course, how many hours of training, trainer, outcomes, comprehension measures, and comments.
- **Customized Tools** to proactively monitor interviewer's assessments on an ongoing basis. These include: emails when an assessment looks questionable and flagging of the likely discrepancies in scores. For example, this helps with particularly challenging items, such as transportation or continuing education.
- **Custom Exports** where the user can pick which data to export. Provide emailed reports (weekly or monthly or quarterly) with saved report criteria. Email notices that the reports are ready for download.
- **Custom Reports** that show the reliability of the interviewer's scores based on pattern recognition, to ensure high quality assessments. Also provide review comparing office scores for identifying systemic problems. Provide focus on difficult assessment ratings, and to proactively investigate possible areas for improvement and more training
- **Custom tables and charts** that compare how the individual's SIS Scores have changed for that individual from previous assessments. Provides robust link to case management system as it allows for measuring an individual's progress.

## **2. Assessment Quality Review**

This application provides two functions: downloading of assessments onto your local site and enabling use of these downloads for Quality Review purposes. For this application, a "light" version of SIS Database and SIS Web Service is installed on the State's local machine. Data from the SIS-Online database can then be captured via "event driven downloads" and sent to this site. An assessment is downloaded when completed and ready for Quality Review. Review functions are available only to those designated as Quality Reviewers. Reviewers are provided with an edit access to downloads. Once reviewed, an assessment is locked and saved.

## **3. Quality Assurance and Reliability Module**

AAIDD's Interviewer Reliability Review (IRR) Training History Module. This document details how to properly enter and administer IRR records through the SISOnline Website. Training Customers who also use SIS Online also have the option of purchasing the SIS Online Reliability Module, which captures interviewer training history and Interviewer Reliability Review (IRR)

scores through an easy-to-use interface, with reports for trend analysis. The system is secure, permission-based and can be customized based on the customer's needs.

#### **4. Nightly Batch Reports**

Your State may choose to have data uploaded to our sFTP folder for them each night to obtain data from any assessment that was changed since the previous report. The data can be used for determining the person's individual budget and then get the funds to the appropriate spot quickly. The data includes the person's name, tracking number the assessment sis\_id, the interview date, the date and time the assessment was last changed, and only the scores used in calculating the budget, including standardized and totals of some SIS sections.

#### **5. Integrating SISOnline into your Case Management System.**

Several states have integrated SISOnline as a component of their case management system because of the related purposes of the two applications. Combining of an existing case management application and SISOnline creates a comprehensive information source that builds on the strengths of the current case management system's processes, procedures and familiarity and adds to it the capabilities of the AAIDD's SISOnline.

Additional advantages include:

- Single Sign On – By initiating SISOnline from within the current case management system there is no need to maintain a separate set of user IDs and passwords. Access control to both systems is driven by the authorizations granted by the case management system.
- Reduced data entry – The ability to pass data between the systems reduces the need to re-enter common data like client name and address. Pre-populating forms in SISOnline with data from the case management system improves accuracy and expedites completion of the assessment.
- The availability of SISOnline data enhances the possibilities for analysis and reporting with the case management systems facilities and tools

#### **6. Database Replication Service**

This feature provides a real-time copy of a state's SIS data in their own designated data center. The database can be updated on demand. The feature includes one year of maintenance and technical support for the web service software, and data conversion support to get past assessments into SISOnline.

#### **7. Archiving Assessments**

Once an individual is not in the system, the assessment can be moved to an archived file. This feature provides an "archive" column to the SIS record for archiving an assessment. A check box in the search criteria labeled "Show Archived" is the key to whether you can see these assessments or not. The archived assessments are not shown in the search grid unless the "show archived" check box is checked. Typically, this box remains unchecked by default.

## **8. Family Friendly Report.**

This report makes it easy to provide a family with assessment information. Data is presented in a logical way without lots of numbers and graphs. It is very understandable and as the title conveys—family friendly!

## **9. SISOnline Configuration Options/Set Up Parameters.**

This allows a State to change and individualize SISOnline setup requirements and parameters to meet their needs. It includes items such as passwords, tracking labels, assessment locking, interview start and stop times, and so forth.

## **10. SIS Venture: A Standalone Data Entry Module for Notebook PCs**

In addition to SISOnline, we provide a software data entry module called SIS Venture that can be installed on desktops, notebooks, or tablet PCs. The module is a stand-alone, tested to work on one specific model of a notebook PC allowing the user to enter assessment data without being connected to the Internet. The entered assessment data can then be uploaded to the SISOnline website securely using the Internet and a SSL certificate for encryption. Only registered users of the AAIDD SISOnline system, logged in using their SISOnline password, will be allowed to use the module. Reports will be available online only through the SISOnline system and can be viewed only after assessments are entered and uploaded to SISOnline.

Help desk services support users to operate the system effectively. Assistance in understanding the system, navigating manuals, with registration, passwords, and other similar support needs are available Monday - Friday, 8 a.m. - 4 p.m. Central Standard Time. Email [help@aaidd.org](mailto:help@aaidd.org)

## **11. Supplemental Items.**

On the right are supplements that individual States have requested. Each supplement provides a specific solution, and sometimes a State may combine several solutions for their site. Here are explanations of what we provided to two States:

Oregon Supplement: This supplement measures supports related to community protection. It has been found to be significant for 9-14% of the individuals in a typical waiver population.

ND Supplement: North Dakota's legislature required that an oversight committee review the assessment and make recommendations, and they came up a list, combines some supplemental items from several other states.

