

**2004-2009**



**Strategic  
Information  
Technology  
Plan**

**March  
2004**

**Wisconsin Department of Health and Family Services**

Published on Internet: <http://www.dhfs.state.wi.us/aboutdhfs/ITPlan/index.htm>

# Table of Contents

<b>Introduction .....</b>	<b>3</b>
<b>Overview.....</b>	<b>3</b>
<b>Strategic Business Plan Goals .....</b>	<b>3</b>
<b>Information Technology Vision.....</b>	<b>3</b>
<b>IT Directions.....</b>	<b>3</b>
<b>Guiding Principles.....</b>	<b>4</b>
<b>Architectures .....</b>	<b>5</b>
<b>Applications Architecture .....</b>	<b>5</b>
<b>Data Architecture.....</b>	<b>6</b>
<b>Technology Architecture.....</b>	<b>6</b>
<b>Organization Architecture .....</b>	<b>7</b>
<b>Security Architecture .....</b>	<b>8</b>
<b>Strategic Initiatives and Projects .....</b>	<b>10</b>
<b>Client Assistance for Re-employment and Economic Support (CARES) System.....</b>	<b>10</b>
<b>Cross-Agency Administrative Efficiencies .....</b>	<b>11</b>
<b>Electronic Records and Online Information.....</b>	<b>12</b>
<b>Health Insurance Portability and Accountability Act .....</b>	<b>12</b>
<b>Integrated Care Management.....</b>	<b>13</b>
<b>Integrated Public Health and Terrorism Preparation/Response .....</b>	<b>14</b>
<b>Long-Term Care Redesign .....</b>	<b>14</b>
<b>Medicaid Management Information System (MMIS) Design, Development, and Implementation (DDI) .....</b>	<b>15</b>
<b>Roadmap to Integrated Health and Human Services Architecture.....</b>	<b>16</b>
<b>Wisconsin Statewide Automated Child Welfare Information System (WiSACWIS).....</b>	<b>16</b>
<b>Appendix A.....</b>	<b>17</b>
<b>Mapping of IT Initiatives/Projects to DHFS Business Goals, IT Directions, and IT Architectures.....</b>	<b>17</b>
<b>Appendix B .....</b>	<b>18</b>
<b>Return On Investment (ROI) Worksheets and Other Pertinent Information For New Projects.....</b>	<b>18</b>

## Introduction

### Overview

Information technology (IT) influences every activity in the Department of Health and Family Services (DHFS). Therefore, the Department integrates its business and IT strategic planning processes to ensure alignment of IT directions with business goals. The Strategic Information Technology Plan should be viewed in context of the Department's business plan. It serves as our roadmap for leveraging technology in our business processes and is intended to guide the development of more detailed implementation plans. As IT improves, we will be able to perform our mission better, faster, and cheaper. Leveraging technology in our business processes requires:

- Complete understanding of the Department's mission.
- Employment of best business practices.
- Implementation of structured and standardized architectures.
- Process-driven systems development.
- Partnership with all stakeholders.
- Clarity of the business requirements.
- Effective management and protection of information as a strategic resource.

The Department's Business Plan lists five strategic goals. These goals are listed below. The Department's goals and strategies have IT implications, and the IT directions outlined in this document address these implications. They serve as strategic guideposts for IT resource investments over the next 5 years. These directions are also consistent with the Statewide Enterprise IT Initiatives.

### Strategic Business Plan Goals

1. Promote the health and safety of all people in Wisconsin, emphasizing prevention.
2. Foster access to quality, affordable health care and treatment for all people in Wisconsin.
3. Foster opportunity for frail elderly people and people with disabilities to receive long-term care in places of their choosing.
4. Increase opportunities for children to grow up safe, healthy and successful in strong families.
5. Provide public services that are effective, efficient and accountable while holding down taxpayer costs.

### Information Technology Vision

*To facilitate the programmatic goals of the Department through dependable, seamless technology resources with secured access to comprehensive, quality data using integrated enterprise facilities.*

### IT Directions

#### User-Centric Computing Environment

Maintaining a user-centric computing environment continues to be a top IT priority for the Department over the next 5 years. We will provide the knowledge worker the technology tools and support they need, when and where needed. This includes:

- Providing a highly available and resilient network.
- Managing the business tools life cycle (hardware/software/applications).

- Supporting workflow and technology appropriate for the mobile and home-based worker.
- Ensuring business partners have adequate technology capabilities.

### **E-Readiness**

E-Readiness is aligning our technology environment with statewide strategic initiatives to conduct business electronically. This includes:

- Maintaining and enhancing the technical infrastructure to support e-government.
- Integrating existing applications.
- Fulfilling data access and security requirements.
- Reengineering paper-based business processes to conduct Web-based business.
- Strengthening the use of the Web as a communication and service delivery vehicle.
- Standardizing access to data and information.
- Leveraging statewide infrastructure, technical services, and security initiatives.

### **Quality Information for Programs**

Quality Information for Programs is providing accurate, timely, comprehensive information for program operations and management. This includes:

- Collecting and sharing quality data across all programs.
- Adopting national standards for data format and content.
- Improving data accessibility, especially where data is used across functional areas.
- Developing capabilities for program decision support and outcome measures.
- Implementing security and privacy requirements.
- Integrating applications.

### **IT Enablement of Best-Business Practices**

IT Enablement of Best-Business Practices is conducting business effectively and efficiently through the best use of technology. This includes:

- Employing best practices for using and supporting technology.
- Using technology to replace more costly manual functions.
- Sustaining technical expertise of knowledge workers.
- Clarifying, publishing, and disseminating IT standards.

### **Guiding Principles**

The Department will apply technology solutions to meet its programmatic needs within these parameters. Technology use will:

- Be business driven.
- Be cost effective.
- Be timely.
- Be responsive to change.
- Follow best practices and methodologies.
- Create integrated enterprise systems.
- Add value.
- Protect data as a valuable asset.
- Result in quality outcomes.

## Architectures

### ***Applications Architecture***

Applications are the automated programs people use to do their work and accomplish the Department's mission. The application architecture provides the structure for developing the Department's electronic business applications. It includes an application development methodology responsive to our business needs and the appropriate technical environment for creating and deploying applications. The application architecture will:

- Deliver applications that are business driven, affordable, scaleable, easy to maintain, adaptable to new business requirements, and portable across one or more hardware platforms and operating systems.
- Promote partnering between the user community and IT staff.
- Use modern technology tools.
- Leverage statewide technology initiatives.

### **Strategies**

- Apply effective project management and application development methodologies.
  - ✓ Use the IT Business Consultants as the primary client liaison to assist divisions and offices with defining and articulating their business requirements, deliverables, and scope throughout a project's life cycle. The consultants will ensure IT solutions are tailored to a business units' unique needs.
  - ✓ Use a decision-making, project approval process for determining when to proceed with internal application development versus procuring either an off-the-shelf application package or design services from an outside contractor.
  - ✓ Reuse application components to the greatest extent possible when developing internal applications.
  - ✓ Design applications to meet business requirements within fiscal and time constraints.
  - ✓ Include operations and maintenance costs in application development funding requests.
  - ✓ Migrate to Web-based application development technologies.
  - ✓ Apply consistent application security design across platforms and integrate security in the application development methodology.
  - ✓ Develop and implement an evaluation system to assure our processes are effective and efficient.
- Develop a flexible applications architecture.
  - ✓ Support solution choices appropriate to meet business needs from small to large systems development.
  - ✓ Employ a multi-tier, modular application architecture by designing separate presentation, business logic, and database components to improve maintainability and enable reuse.
- Acquire and maintain appropriate application development tools.
  - ✓ Use commercial-off-the-shelf products that are industry leaders with a solid growth path.
  - ✓ Employ development tool workbenches on large development projects to integrate modeling, construction, and testing.
  - ✓ Establish and maintain development tool standards to achieve consistency across the enterprise.

- Develop and procure applications that use enterprise data management principles and common data standards.
- License and sell, when appropriate and permissible, the Department's applications to outside entities, such as health departments in other states.
- Leverage statewide and department-wide enterprise applications when appropriate.

### ***Data Architecture***

The Department will accomplish its mission through the expert use of accurate, timely, and comprehensive information. The data architecture provides the framework for integrating, managing, and using department data. The data architecture will:

- Be responsive to our business needs and goals.
- Provide for data integration.
- Improve data access, sharing, integrity, and security.

### **Strategies**

- Provide and implement the tools, procedures, and practices required to manage information as a valuable resource.
  - ✓ Create and implement common data standards for defining, using, and sharing our data.
  - ✓ Use data modeling in our applications development methodology to support a more integrated data environment.
  - ✓ Minimize redundant data capture and storage.
  - ✓ Implement electronic document and records management.
- Use address standardization and verification technologies to enhance the quality of address information.
- Strengthen security mechanisms to ensure data integrity and protection of confidential/private data.
- Implement "fair information practices" for protecting privacy of personal information, such as those promulgated in the Health Insurance Portability and Accountability Act (HIPAA) privacy rule.

### ***Technology Architecture***

The Department leverages its technology architecture to manage and deliver program services. The technology architecture provides our hardware and software direction. It includes the desktop computers, portable computing devices, servers, routers, switches, gateways, wiring; and software products required to host and operate our applications, perform office automation functions, and communicate and conduct business electronically. The technical architecture will:

- Be based on standards to support department-wide systems integration.
- Sustain adequate technology infrastructure capacity to meet our current and future business and program needs.
- Be cost effective to support and maintain business processes.
- Be reliable, robust, and adaptable to change.
- Enable the Department to leverage technology opportunities in fulfilling its business strategies.

## Strategies

- Sustain and enhance network reliability and availability.
  - ✓ Maintain and enhance standards and documentation for desktop computers, portable computing devices, servers, operating systems, and office automation software consistent with business needs.
  - ✓ Maintain and enhance appropriate redundancy and fault-tolerant infrastructure, servers, and storage systems.
  - ✓ Employ automated network management tools for performance monitoring; and fault prevention, identification, and resolution.
  - ✓ Maintain and enhance network security.
  - ✓ Measure and monitor network and application performance.
    - Use empirical methods for measuring performance and capacity.
  - ✓ Maintain and enhance a capacity planning capability to use when making technology architecture decisions.
- Enhance problem reporting/resolution processes and tools.
- Enhance change management processes and tools.
- Maintain and enhance the technical infrastructure for implementation of e-business solutions.
- Research and implement new assistive technologies, when appropriate.
- Employ portable and/or wireless solutions for business needs, such as laptop computers, tablets, personal digital assistants, and cellular devices, when appropriate.

## Organization Architecture

To fulfill the other IT architecture strategies, the Department will develop and support an organizational structure that optimizes the use of its IT staff resources and administrative processes. It will maximize the talents and expertise of all employees toward efficient and effective technology use. The organizational architecture is IT's human resource framework. To successfully leverage technology in its business functions, the Department requires skills and expertise in the following core IT competencies: network management, desktop and customer support, Internet/intranet use, applications development, data and database administration, testing, research, enterprise architecture, information resource management, job production, security, IT consultancy, policy development, project management, strategic planning, and budget development. The organizational architecture will enable the Department to:

- Assign and train staff to support core IT competencies.
- Provide an appropriate level of IT-related training to all employees.
- Use consultants and contractors when and where appropriate to extend resources and supplement skills and expertise.
- Manage projects effectively—on time and within budget.

## Strategies

- Define and communicate IT staff roles and responsibilities, policies, procedures, standards, and decision-making processes.
- Enhance the IT staff's customer relationship management skills and expertise.
- Establish processes for improving coordination and communication between IT staff, internal/external end users, and business partners.

- Invest in the appropriate level of IT training for all Department employees to maximize technology use and instill good personal computing habits.
- Acquire appropriate skills for Department IT service providers to apply new technologies through training, recruitment, and contract services.
- Employ a consistent, formal, project management methodology for developing and implementing IT projects.
- Further promote project management best practices by using a consistent and formal project management methodology, facilitating project portfolio management, certifying Project Managers, and developing/maintaining a DHFS Project Management Training track.
- Improve contract management and oversight capabilities.
- Coordinate technical activities with other agencies to identify opportunities for collaboration to achieve potential staff and/or technology efficiencies.
- Define and implement an optimum governance structure and decision-making process for IT strategies and operations.
- Fully participate in the strategic IT direction setting at the statewide level.

### **Security Architecture**

Efficient and effective security management is critical to protecting the integrity and confidentiality of data we collect and information we create. We must closely monitor our security processes and procedures to ensure our compliance with federal regulations and state statutes, and consistency with sound security practices. Our employees must be knowledgeable about the Department's IT security policies and their security responsibilities. As well, information security officers must have skills in all aspects of security, from using monitoring tools, to reviewing security reports, to setting internal security procedures. The security architecture will:

- Mitigate security risks to the network, systems, applications, and data.
- Raise employee security awareness.

### **Strategies**

- Create security plans and reviews to meet federal, State, and Department security requirements, including HIPAA and OMB A130 requirement for federally funded systems.
  - ✓ Establish a process to assess and classify the Department's data. For example, classify data as public, for official use only, confidential/sensitive; and apply the appropriate level of protection/security controls.
- Develop, document, and employ an ongoing security risk assessment process for the network, administrative processes, and computer applications.
  - ✓ Implement an ongoing risk assessment process.
  - ✓ Manage security risks by mitigating vulnerabilities identified in the risk assessment process.
- Use state-of-the-art security technologies and methodologies on the network, servers, and computers to make information accessible to those who need it and protect it from those who do not.
  - ✓ Connect each new application to the common security infrastructure and update existing applications as circumstances permit.
  - ✓ Identify and authenticate network and application users.



- ✓ Protect network and application integrity through intrusion monitoring, detection, and mitigation.
- ✓ Employ patch management and anti-virus measures on all computers and network servers.
- ✓ Implement secure Internet e-mail.
- ✓ Maintain and enhance security infrastructure consistent with statewide direction to ensure technical compatibility.
- Train and educate users and security officers on the Department's IT security policies, sound security practices/tools, and their responsibilities in protecting the Department's information assets.
  - ✓ Maintain an ongoing security awareness program with adequate funding for training and conducting security awareness activities, including publishing articles, pamphlets, posters, and other promotional material.
  - ✓ Measure and report on the effectiveness of the security awareness program and security controls.

## Strategic Initiatives and Projects

We identified our strategic-level initiatives and projects with IT implications. They align with the Governor's goals, and the Department's business goals, IT directions, and IT architectures as shown in the mapping in Appendix A. Return on Investment (ROI) Worksheets for new projects with IT implications requesting funding through the 2005-2007 State Budget and/or using existing funding resources are included in Appendix B.

The Department will:

- Ensure business and programmatic needs drive IT proposals.
- Give higher priority to projects fulfilling or supporting federal mandates or state statutes.
- Seek opportunities for integrating Division/Office-level projects into a Department or State-enterprise project effort when advantageous.

### ***Client Assistance for Re-employment and Economic Support (CARES) System***

The Wisconsin CARES system supports income maintenance operations administered by the Department. CARES determines eligibility and manages support for Medicaid (including BadgerCare, Family Care, and SeniorCare), Food Stamps, the SSI Caretaker Supplement, Wisconsin Works, and the Child Care subsidy programs. The strategic direction for CARES supports the evolving business models of DHFS, DWD and local partners. Goals included in this strategic direction include:

- Making systems more flexible and minimizing competition for resources.
- Streamlining administration by reducing system complexity.
- Enhancing the system to increase program integrity and payment accuracy.
- Improving customer service for partners and customers.

This initiative aligns with the Department's goals to develop effective, efficient, accessible human service systems and foster communications with partners. There are currently five primary projects associated with the CARES initiative. These projects will be developed and implemented to the extent CARES funding remains available.

- **CARES Worker Web:** Converting from a mainframe to a Web-based user interface for local agency workers over the course of three phases. The first phase of this project is scheduled to be complete, November 2004.
- **Self-Help Wisconsin:** Creating an integrated, Web-based tool to enable customers and advocates to do a self-assessment of potential program eligibility for Food Stamps, Medicaid, SeniorCare, BadgerCare, WIC and other state and local programs. This tool, tentatively called, Self-Help Wisconsin, will also enable submission of applications through the Internet, change reporting, and case and benefit information query function for Medicaid and Food Stamps. The first phase of this project will be a self-assessment for Food Stamps, Family Medicaid/BadgerCare and SeniorCare and is scheduled to be complete in August 2004.
- **Electronic Case File:** Moving the retention of necessary supporting documentation and forms for the income maintenance program eligibility determination currently done in paper case files to an electronic case file using scanning to capture and store images. Scanning of documentation and forms would be handled in local agencies and centrally. We expect to begin piloting this new project with several counties across the state in the latter part of 2004.
- **Intelligent Independent Eligibility Determination:** The decomposition of the individual program logic that makes up the eligibility determinations and other processes in CARES for

Medicaid, Food Stamps, SSI Caretaker Supplement, Child Care and W-2 programs. This project will make it easier to maintain and modify program eligibility logic between programs.

- **CARES Management Transition:** This project includes defining and implementing the management transition of CARES from DWD to DHFS. This project will include vendor management, position authority across departments, MOU(s) development, cost allocation methodologies, daily operations, strategic planning, and more. This management transition will be cost neutral.

### ***Cross-Agency Administrative Efficiencies***

The Cross-Agency Administrative Efficiencies initiative promotes cooperation with the Department of Administration (DOA) on the Enterprise Administrative Services Initiative projects, and reuse of our application code or sharing application code with other state agencies. Potential cross-agency initiatives include the following:

- **Criminal/Caregiver Background Checks:** The Department will explore an electronic connection to the Department of Justice's Crime Information Bureau's data system for the retrieval of criminal histories for potential employees and license applicants. Currently, the Department is required by §§ 48.685 and 50.065, Wis. Stats., to complete caregiver background checks on license applicants and potential employees. Additionally, under § 146.50, Wis. Stats., the Department is required to do criminal background checks on license applicants. In FY03, 12,205 caregiver background checks were completed and 101 criminal background checks were done with the potential for 16,000 additional criminal checks. By eliminating duplicative keying, the Department has the potential of streamlining the process and recapturing hundreds of hours of staff time that can be more efficiently directed to other tasks. The Department will partner with the Department of Public Instruction and other agencies with similar requirements to create a system architecture that can be used across the enterprise.
- **Scheduling, Timekeeping, Task Reporting, Cost Allocation, and Payroll:** The state's timekeeping/payroll systems are past their useful life and do not meet current human resource needs. DHFS supports scheduling, timekeeping, task reporting, cost allocation, and payroll processes through a series of old systems, interfaces with DOA, and manual processes for over 6,000 employees, many of whom work in 24 X 7 settings. The Department's seven institutions have requirements for a scheduling system to meet complex 24 hours-per-day, 7 days-a-week staff scheduling needs. A system that would meet their scheduling requirements would also need to include timekeeping and cost accounting functionality that would interface with the Department's human resources, timekeeping, payroll, and accounting systems. Satisfying these business needs would enable scheduling processes to be consistently applied across institutions, reduce staff resources needed to manually do scheduling and timekeeping, improve scheduling decisions, and reduce overtime requirements and costs. The Department estimates it will cost approximately \$1.2 million for the biennium to purchase a scheduling system for institution personnel. An RFP was released and vendor proposals are due March 31, 2004. Cost estimates are not yet available for a solution that would meet all of DHFS' timekeeping, scheduling, task reporting, cost allocation, and payroll system needs and provide a base system that would meet the State of Wisconsin's enterprise needs. The Department may seek funding through a State biennial budget request.
- **Technical Infrastructure and Services Consolidation:** Several initiatives to consolidate agency technical infrastructure and services statewide are underway. One of these initiatives is to consolidate servers. DHFS will be supporting this through additional Department initiatives, up to and including the transfer of technical service functions,

infrastructure, and qualified personnel or positions to the State's Division of Enterprise Technology in the Department of Administration. Technical functions being considered for consolidation include file/print services, server administration, desktop support, network management, application hosting, and e-mail. The Department will upgrade selected technologies to enable alignment with the State's enterprise architecture, so the eventual cost-savings and efficiencies expected through consolidation can be realized. The Department is planning a project to replace or upgrade 4,000 desktops and laptops with compliant hardware and upgrade the Microsoft operating system and Office productivity application suite on the entire inventory of DHFS desktops and laptops (5,500). This project will enable us to replace a "sunset" operating system/office suite: MS WIN NT and Office 97. This legacy software sustained us for about 7 years and is no longer supported by the vendor. The Department is currently working on the funding profile for this project. The project is projected to be complete by the end of the third quarter, FY05. Information currently available for this new project is included in Appendix B.

### ***Electronic Records and Online Information***

Chapter 69, Wisconsin Statutes, requires the Department to provide a secure method for transferring and storing information related to registering, archiving, updating, and issuing copies of vital records. This project will provide access through a Web-based electronic registration system for authorized vital record business partners who complete and file birth, death, marriage, and divorce records; and fetal death reports. The system will also provide a Web-based accounting and record copy issuance system to be used at the state and local registration office level and will provide a uniform platform for the conversion of numerous non-integrated legacy systems. The proposed system is a comprehensive solution for the essential processes of a state vital records program using an enterprise technology architecture. It will provide appropriate, secure access anytime and anywhere to authorized vital records filers; reduce the dependence on manual searches or batch data uploads; and make processing vital records more timely and efficient. The state vital records system provides critical services needed by all Wisconsin citizens who require documentary proof of identity or of the facts of a vital event. Additionally, other programs within the Department and other state and federal agencies need access to this data to manage their case files more efficiently and reduce fraud. The system will also provide real-time death reporting essential to bio-terrorism surveillance activities. This project advances long-term solutions to preserve and protect vital records, maximizes partnerships, ensures data security, meets the Department's e-government goals, migrates vital records data systems into an enterprise technology architecture, and furthers enterprise data sharing initiatives. The project is a high priority. A biennial budget request may be submitted to fund this project and internal resources may be used to the extent they are available.

### ***Health Insurance Portability and Accountability Act***

The Administrative Simplification provisions of the Health Insurance Portability and Accountability Act of 1996 (HIPAA) aim to reduce the cost of health care by increasing the automation of administrative processes through the adoption of national standards. HIPAA mandates standards for electronic billing and related administrative transactions while protecting the security and privacy of the individual health information involved. The law is being implemented through a series of new regulations including provisions for monetary and criminal penalties for non-compliance. Throughout the 2004-09 plan period, DHFS will continue to revise its existing business processes and information systems and create new policies and procedures to implement these regulations. We will concurrently continue to assist local governmental agencies with their compliance.

- The Privacy Rule governs the use and disclosure of protected health information. It requires continued refinement of policies and procedures including ongoing workforce training. Significant work is involved in ongoing interpretation and application of the requirements, many of which remain unclear nationally.
- Initial implementation of the Transactions and Code Sets Rule will continue through 2004. DHFS business partners will continue to convert to the standards throughout the year. Demand for local agencies to conduct standard transactions, currently low, will increase throughout the plan period. Federal modifications to the standards, which will require system changes, are expected in 2004 and periodically thereafter.
- The Security Rule governs the integrity and confidentiality of electronic protected health information. To comply with this rule, DHFS will perform a comprehensive and thorough security risk assessment in 2004 for organizations, systems and networks covered by HIPAA. Changes to address areas needing improvement will occur principally during 2005 and 2006. This assessment and change cycle will be regularly repeated thereafter.
- An upcoming rule for standards for electronic attachments to claims will require system changes during 2006 and 2007.
- Rules for standard identifiers for providers, employers and health plans will require business process and computer changes during the plan period.

### ***Integrated Care Management***

The Department will leverage technology in the Mental Health Institutes, Secure Treatment Centers, and Developmentally Disabled Centers' business processes to provide quality care through an integrated care management system architecture. This architecture will improve client safety and care team communication and collaboration. It also helps the Department comply with federal regulations and certifying standards for hospitals that require data-driven operations. Meeting these standards qualifies the Department for over \$20 million dollars in federal funding to operate its care and treatment facilities. Additionally, an integrated system architecture will eliminate redundant data collection, enable data-driven decision-making, and raise productivity. We will use technology to support the creation and delivery of integrated, holistic client care and treatment plans and to effectively measure client outcomes and the effectiveness of treatments. The technical architecture will also have components to: effectively and efficiently schedule staff and events required to care for clients; provide resident trust fund accounting services; accomplish billing/collections and supply/inventory services; collect demographic data for client profiling; and support clinical operations, such as recording, storing, and retrieving medical records and documentation. This strategic initiative is a high priority. Planning is underway and has been funded with internal resources to date. To the extent internal resources remain available, work on this initiative will continue. The architecture will be developed in phases as funds and resources become available. Two projects initiated in FY03 to achieve some of the goals set out in this initiative are:

- **Institution Staff Scheduling and Timekeeping:** Information is included under the Cross-Agency Administrative Efficiencies initiative on page 11.
- **Treatment Management:** The mental health institutes and secure treatment centers are implementing a treatment planning and progress notes system to improve clinical documentation, reporting, and outcomes assessment. This functionality will be provided by a commercial-off-the-shelf (COTS) software system procured through a competitive bid in FY04. The software vendor will conduct a pilot implementation of the system with DHFS. If the pilot is successful, a full implementation of the product is planned by June 2005. This project may continue to be funded through internal resources if available.

### ***Integrated Public Health and Terrorism Preparation/Response***

The Department is required by s. 250.07 (4) to coordinate activities within state government involving the collection, retrieval, analysis, reporting, and publication of statistical information related to health and health care. Additionally, recent national events demonstrated the need for an improved, unified, statewide approach to addressing terrorism preparation and response. These needs are considered a high priority for the Department. Currently, several hundred DHFS data applications independently collect and track public health data. The applications do not interoperate, so the opportunities to share data or conduct comprehensive analyses are difficult. To perform the complex tasks of public health data integration, DHFS has endorsed the concept of the Public Health Information Network (PHIN). The objectives of the PHIN initiative are to improve and expedite delivery of the public health response in case of a terrorist event and to provide a modern, state-of-the-art system for public health practice, surveillance, and service delivery. This strategic initiative will provide the framework for integrating and sharing local, state, and national public health data.

The Department's Turning Point initiatives and priorities support an integrated public health information and data system architecture. Resources for projects initiated to build this system architecture may be requested from state funds, money appropriated by Congress to the Centers for Disease Control and Prevention (CDC), and other federal grants. This initiative will replace the existing independently operated databases with a secure Web portal containing applications to collect, integrate, analyze, and share data. The goal is to provide value and timeliness to public health service delivery by creating systems with an emphasis on enterprise functionality (i.e., cross-program, as well as local, state, and national data integration) and using a build it once, reuse it many times focus when constructing and compiling Web business software components. The system architecture includes secure sign-on; advanced network and server security; an integrated data repository; SOAP/XML/HL7 database messaging; automated data visualization, GIS, and reporting; LDAP personnel directory/Role-Based Access Control; secure collaboration/knowledge management and distance training; and automated emergency alerting.

### ***Long-Term Care Redesign***

The Long-Term Care Redesign project is a high Department priority and a strategic direction for the State. The Department has made the necessary legislative changes to implement this new long-term care delivery system for the State, including long-term care for individuals, families and children, and managed care for individuals with mental illness or drug/alcohol abuse conditions. This project will improve and protect health and well being; develop effective, efficient, accessible human service systems; apply best knowledge for achieving positive impact; and foster best business practices.

The Family Care Long-Term Care Redesign Information Systems project is developing and enhancing the Long-Term Care functional eligibility screening tool to provide consistent, Web-based functional eligibility determinations statewide. The Family Care project will also provide the Department with the infrastructure necessary to collect and process data into meaningful management information necessary to administer the new long-term care delivery system in a managed care environment. This will be done by streamlining and eliminating redundancies in the data collection processes, improving the consistency of the data by transitioning to standard encounter reporting formats, enhancing the tools available to analyze the data in the Department's data warehouse, and by improving the access to the data in the warehouse with Web technology. It will also support the enhancement of Department and local systems and processes to attain HIPAA compliance, where required. The project will continue the systems development strategy initiated for the Family Care program, by using and building upon existing

systems, and providing technical assistance and support to the development of local agency operations and automation. The project may be funded through a combination of potential federal funding and a potential State biennial budget request.

There is a plan to phase in redesign elements in non-project counties. IT planning and development may be needed to accomplish the following: 1) Phase in use of the Web-based Long-Term Care (LTC) Functional Screen (eligibility tool) to replace the Community Options Program (COP) screen currently used for the COP and home and community-based waivers. This would involve expansion of IT application support and security; 2) Expand the application of the LTC Functional Screen to be able to use it for automation of MA Personal Care eligibility and prior authorization for services and allowable hours of reimbursement for those hours. The intent is to link this process with the COP and waiver eligibility process; 3) Enhance the capacity for data collection and analysis; and 4) Provide assistance to additional counties to develop and/or enhance their programmatic information and assistance service, but there may be value in establishing some statewide consistent application.

The Children's Long-Term Support (CLTS) Redesign goals are to provide a seamless, family-centered, and cost-effective system of care for children with disabilities and their families. Specifically the long-term support functional screen for children will be implemented as a Web-based application. Critical elements of this Web-based system will be security of confidential information, stability of critical data, and ease of use and accessibility of the system for end users.

The CLTS Redesign will also require an update to the current Human Services Reporting System (HSRS) for the Family Support Program, the Birth to 3 Program, and the Long-Term Support Module, as well as the Access databases for the Katie Beckett Program and the Home and Community-Based Medicaid Waivers. The changes required to the databases include collection of basic demographic information, cost and service data for each individual child, ability to link to the Medicaid Management Information System (MMIS), and data collection to measure quality and system outcomes. A single database will also be developed to be used for children who meet the eligibility criteria, and receive services, under any of the home and community-based waiver programs including the new children's waiver.

The Mental Health and Alcohol and Other Drug Abuse (MH/AODA) Redesign initiative is a county-based demonstration that will test a transition from a fee-for-service environment to a more managed system of care. This will require management information systems reengineering at the Department and county levels. The project will build upon existing systems and provide technical support for the development of local and state agency operations. The redesigned information system will support the implementation, management, and evaluation of the MH/AODA initiative. It will also enable the Department to support performance-based contracting through collection of required data elements. The specific areas to be developed include: 1) a Web-based mental health functional screen to determine the redesign target group; 2) the needed business and data collection systems for client-specific costs for those screened individuals; and 3) client outcome data elements.

### ***Medicaid Management Information System (MMIS) Design, Development, and Implementation (DDI)***

DHCF will issue an RFP to procure a new MMIS and fiscal agent services that meet the informational, operational, and administrative needs necessary to support the day-to-day management of the multi-billion dollar Wisconsin Medicaid program. The objective of the MMIS and Fiscal Agent contract is to incorporate the latest advances in computer hardware, software, utilization management, and program management techniques in order to improve the efficiency and effectiveness of Wisconsin Medicaid and other State health care program operations.

This is a high priority project and Federal mandates require Wisconsin to rebid its Medicaid Fiscal Agent Contract. As part of the rebid, DHCF is requesting the replacement of the existing MMIS in order to more effectively support the business functions. The ROI and other pertinent information are included in Appendix B.

### ***Roadmap to Integrated Health and Human Services Architecture***

The Roadmap to Integrated Health and Human Services Architecture initiative melds the IT needs of State, Local Health Departments, and Human Service agencies with the Department's objectives of implementing enterprise and integrated data systems. The goals of this initiative are to develop an enterprise architecture for health and human services systems and initiate projects to implement the architecture, improve data and system integration, save taxpayer dollars, streamline government, reduce State and Local administrative costs, and ensure long-term IT investment value over the next 5 years. The Department is currently collaborating with its external stakeholders to gain their commitment and begin planning for potential projects to achieve the goals set out in this initiative. The Department continues to analyze possible funding sources for this initiative. The planning phase will:

- Assess integration and/or consolidation of existing systems.
- Review legacy systems, particularly sunset systems and develop a strategy for retiring these systems and replacing the functionality they provide.
- Review of new technology development initiatives for enterprise applicability.
- Include a broader "vision" of health and human service businesses that includes partners at the local level.

### ***Wisconsin Statewide Automated Child Welfare Information System (WiSACWIS)***

This high priority project is the statewide implementation of WiSACWIS. This is an automated information system designed to support robust case management and monitoring of child welfare services including initial assessment, family reunification and support services, foster care and adoption assistance, case plan development, and permanency planning. WiSACWIS manages information from the point of referral or initial contact with the child welfare system, through the investigation and assessment process, resulting in a service plan that is monitored until case closure. WiSACWIS also complies with Federal SACWIS requirements by interfacing with local titles IV-D (Child Support) and XIX (Medicaid) systems. There is also technical capability to interface with local county centralized intake, financial, case management and reporting systems. The system provides a consistent statewide implementation of child welfare practice standards for administering child welfare services and programs in Wisconsin and creates programmatic, administrative, and Federal reporting efficiencies. The statewide implementation is progressing using a new fully Web-based application which is Internet accessible by all statewide counties. The system is implemented in 60 of the 72 counties with full statewide implementation scheduled for completion in June 2004. The project is funded through a combination of federal, state, and county funding.



## Appendix A

### Mapping of IT Initiatives/Projects to DHFS Business Goals, IT Directions, and IT Architectures.

Initiative/ Project Name		Client Assistance for Re-employment & Economic Support (CARES)	Cross-Agency Administrative Efficiencies	Electronic Records and Online Information	Health Insurance Portability and Accountability Act	Integrated Care Management	Integrated Public Health and Terrorism Preparation/Response	Long-Term Care Redesign	Medical Management Information System (MMIS) Design, Development, Roadmap	Services to Integrated Health & Human Wisconsin Statewide Automated Child Welfare Information System (WISACWIS)
		DHFS Goals		Promote the health & safety of all people in Wisconsin, emphasizing prevention.	X	X	X	X	X	X
		Foster access to quality, affordable health care & treatment for all people in Wisconsin.	X	X		X		X		X
		Foster opportunity for frail elderly people & people with disabilities to receive long-term care in places of their choosing.	X		X		X	X	X	
		Increase opportunities for children to grow up safe, healthy & successful in strong families.	X	X	X	X	X	X	X	X
		Provide public services that are effective, efficient & accountable while holding down taxpayer costs.	X	X	X	X	X	X	X	X
IT Directions		User Centric	X	X	X	X	X	X	X	X
		E-Readiness	X	X	X	X	X	X	X	X
		Quality Information for Programs	X	X	X	X	X	X	X	X
		Best Practices	X	X	X	X	X	X	X	X
IT Architectures		Applications	X	X	X	X	X	X	X	X
		Data	X	X	X	X	X	X	X	X
		Organization		X		X			X	
		Technology	X	X	X		X	X	X	X
		Security	X	X	X	X	X	X	X	X

## **Appendix B**

### ***Return On Investment (ROI) Worksheets and Other Pertinent Information For New Projects.***

#### **Appendix B1: DHFS Desktop Operating System/ Office Suite Upgrade (OS2U)**

Appendix B1a: OS2U ROI

Appendix B1b: OS2U License Worksheet

Appendix B1c: OS2U Financial Worksheet

Appendix B1d: OS2U Financial Explanation

#### **Appendix B2: Medicaid Fiscal Agent/Medicaid Management Information System (MMIS)**

Appendix B2a: MMIS ROI

Appendix B2b: MMIS APD

Appendix B2c: MMIS APD-Amend

Appendix B2d: MMIS Financial Sheet