



# The Hub Club

Your Source for **EI-Hub** Updates



Issue 9

October 7, 2020

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## Contact Us

EI-Hub Change Team  
[EIHub@health.ny.gov](mailto:EIHub@health.ny.gov)

Training Team  
[nyeitraining@pcgus.com](mailto:nyeitraining@pcgus.com)

## A Message from the Bureau

Fall is officially here! The crisp autumn air and changing of the leaves creates a beautiful backdrop to the season, marking the passage of time and the constant nature of change as the effects of COVID-19 are still being felt.

The Bureau sincerely appreciates your willingness to embrace the transition to the EI-Hub and we understand that in addition to understanding system functionality, you want to be sure you have appropriate tools and skills to effectively navigate the EI-Hub when it's time to transition.

The EI-Hub Learning Management System (LMS) has a role-based e-learning curriculum. Your role, as assigned by your agency or municipal system administrator, will dictate the modules you will be required to complete. The LMS modules are self-paced and leverage adult learning theory to incorporate a combination of visual, auditory, and kinesthetic training materials to accommodate all learning styles. Mandatory modules are followed by assessments, which users will be required to pass prior to accessing the live system. Upon passing mandatory module assessments users will be able to access a robust EI-Hub sandbox environment, enabling users to get a feel for the system through hands on experience in performing their day to day system tasks. In addition to the e-learning modules and sandbox environment, the LMS includes a library of resources including training guides, frequently asked questions (FAQs), and videos.

As we get closer to launch the Bureau will be announcing a series of instructor led webinars and virtual trainings to take place prior to and after system launch. We will continue to share updates and details on the timing of training and available training methodologies over the next several months. In the meantime, we encourage you to share your questions, comments, and anticipated training needs with us via the [EIHub@health.ny.gov](mailto:EIHub@health.ny.gov) so that we can work together to prepare for this exciting transition to the EI-Hub.

PCG demonstrated features of the EI-Hub case management, service logging, and LMS modules at the EICC meeting held on [September 24, 2020](#). Please see the [recorded webcast](#) to view these demos and for additional information on the EI-Hub.

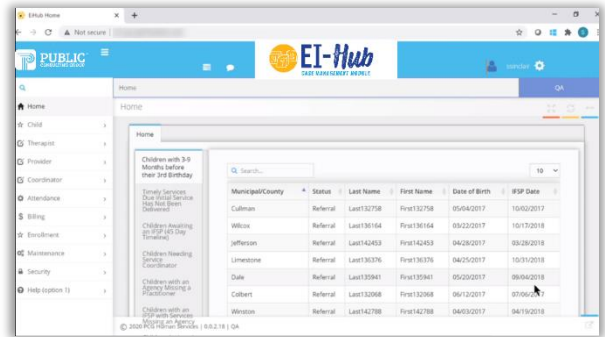
*Connie Donohue*  
Director, Bureau of Early Intervention

## Featured Feature

### ***EI-Hub Case Management: Child Referral Highlight***

The EI-Hub case management module has an intuitive workflow that will streamline the entry of child referral, demographics, and attribute information by users.

Users will be able to easily navigate between, and within, tabs, panels, and tables as they complete child demographic and referral information. Information will only need to be entered one time. There will be two referral tracks available in the EI-Hub:



***Above:*** Case Management component user interface.

- ***Referral into the Early Intervention Program***
  - Patterned from the current referral paper form
- ***Referral into the At-Risk Surveillance Program***
  - Referred from the Early Intervention Program as not eligible
  - Referred directly into the At-Risk Surveillance Program

Please click below to see a short video highlight of the child referral process in the EI-Hub.



In upcoming issues of the Hub Club, we will highlight additional features of EI-Hub's Case Management component!

## Frequently Asked Questions (FAQs)

### **How will notifications be improved in the EI-Hub? Will they be targeted to specific users?**

There will be several improvements on the current notification system. General system notifications, such as scheduled maintenance alerts, will continue to be available to all users. User-specific notifications and alerts will be targeted to specific users. For example, a notification related to a specific case will be visible on the dashboards of the assigned user(s) and their supervisor(s).

### **In NYEIS, a supervisor does not have access to see cases assigned to their direct reports. Will the EI-Hub allow supervisors to view this information?**

Yes, access is controlled by user roles. Supervisor user roles allow them to view the children assigned to the staff they supervise. It will be the responsibility of the agency to properly align the supervisor/supervisee assignment in the EI-Hub solution.

### **Will the EI-Hub Case Management module show both the child ID and child name?**

Yes, both the child's name and child ID will be displayed in the EI-Hub Case Management module.

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## Upcoming Events

- **Provider Demonstrations** – More details coming soon!
- **EICC Meeting**- December 3, 2020

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## Key Transition Dates

- **Launch of EI-Hub Learning Management System** – Quarter 1, 2021
- **Transition of NYEIS to Read-Only** – Two weeks prior to EI-Hub go-live
- **EI-Hub Go-Live** – May 2021
- **Deadline for downloading files from NYEIS** – September 1, 2021

