

Division of Enterprise Services

December 13, 2007

To: HSRS Contacts

From: SOS Desk

Re: 2008 HSRS HANDBOOK

Attached is one reference copy of the HSRS Handbook. The Human Services Reporting System home page is located at <http://www.dhs.wisconsin.gov/HSRS/index.htm> and contains the following:

- HSRS Overview
- Handbook
- Terminal Operator's Guide
- forms (regular and word fillable)
- deskcards
- On-line AODA Module Reports Information
- On-line LTS Module Reports Information
- File Transfer System
- Annual Reports
- Application Menu: File Transfer System
 - AODA Reports
 - LTS Reports
 - Program (SPC) Query
 - 942 Expense Reports
 - Worker (Number) Data.

Changes to note:

CORE

DAYS OF CARE (Field 18)

Changed to optional.

ALCOHOL AND OTHER DRUG ABUSE

REFERRAL SOURCE (Field 12)

Added code 17 Screening Brief Intervention Referral Treatment.

SPC (Field 30)

SPC 510 comprehensive community services units now collected in days.

MENTAL HEALTH

SPC (Field 22)

SPC 510 Comprehensive community services units now collected in days.

LONG TERM SUPPORT

Added Community Opportunities and Recovery (COR) Waiver description.

CLOSING REASON (Field 20)

Added new code 60 Transferred to Family Care/Managed Care.

SLOT NUMBER (Field 21)

Removed slot number requirement for CIP1B and BIW (Brain injury waiver).

SPC (Field 24)

COP SPC 510 Comprehensive community services units changed to days.

CIP2, COP-W, and Community Relocation Initiative codes – removed SPC 406.

CHILDREN'S WAIVER CODES - added 106/03 Housing start up

- added 202/01 Adult family home 1-2 beds

- added 202/02 Adult family home 3-4 beds

- added 610 Housing counseling.

Added COMMUNITY OPPORTUNITIES AND RECOVERY (COR) WAIVER codes.

LONG TERM SUPPORT CODE (Field 26)

Added code T = COR Community Opportunities and Recovery Waiver.

FUNDING SOURCE (Field 27)

Added code MF = Money follows the person (only for LTS codes 1, N, R, T).

COSTS (Field 33)

Added code P to \$99,999,99 per month category.

Added SPC 110 to \$99,999,999 per month category.

APPENDIX A – HSRS OUTPUT REPORTS

Added new reports:

AODA

LHEQ 670P AODA Units Report A-700 – Previous Year

LHER 671P AODA Units Report Alpha A-700A – Previous Year

LTS

Added Waiver Code Number Sort listing.

APPENDIX C – AGENCY ID CODES

Added 8001 Lutheran Social Services

Added 8002 St Francis Children's Center

APPENDIX H – APPLICATION MENU

Added On-line HSRS AODA Module Reports information description.

Added On-line HSRS LTS Module Reports information description.

Added APPENDIX I – CLIENT CHARACTERISTICS CODE DEFINITIONS

HSRS SOS Desk

soshelp@dhfs.state.wi.us

(608)266-9198