

Information Memorandum Transmittal Aging and People with Disabilities



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Topic: Systems Issues

Subject: Oregon ACCESS School House Training Environment Limited Functionality

Number: APD-IM-20-140

1/6/2021

Issue date: **UPDATED**

Due date:

Applies to (check all that apply):

- | | |
|---|---|
| <input type="checkbox"/> All DHS employees | <input type="checkbox"/> County Mental Health Directors |
| <input checked="" type="checkbox"/> Area Agencies on Aging: Types A and B | <input type="checkbox"/> Health Services |
| <input checked="" type="checkbox"/> Aging and People with Disabilities | <input type="checkbox"/> Office of Developmental Disabilities Services (ODDS) |
| <input type="checkbox"/> Self Sufficiency Programs | <input type="checkbox"/> ODDS Children's Intensive In Home Services |
| <input type="checkbox"/> County DD program managers | <input type="checkbox"/> Stabilization and Crisis Unit (SACU) |
| <input type="checkbox"/> Support Service Brokerage Directors | <input type="checkbox"/> Other (<i>please specify</i>): |
| <input type="checkbox"/> ODDS Children's Residential Services | |
| <input type="checkbox"/> Child Welfare Programs | |

Message:

This transmittal is to inform local offices that due to system updates; the Oregon ACCESS School House training environment now has limited functionality. Staff will encounter error messages when using the training environment, such as when an attempt is made to sync treatments to the Mainframe or when approving Benefits, Hours, and Service plan segments on the Service Planning screen. These limits do not apply to the live environment, only the training environment.

Update: The OA School House training environment is now working with some limitations since there is no connection to the ONE system. Most functionality is working as it should be, except the following:

- Generation of the ONE version of the pay-in worksheet
- The IE/ME Information screen (because there is no connection to the ONE system)

Please note: If you want individuals converted to the ONE system, you must submit a request through the Service Desk for OIS to take the action.

If you have any questions about this information, contact:

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