

Tracking Home Visiting Effectiveness in Oregon (THEO) Monthly Status Update

October 2019

Tracking Home Visiting Effectiveness in Oregon (THEO) is a data system that collects home visiting data, provides case management features, and tells the story of home visiting services.

EHS/ HFA

Helpful Tips for THEO Users

List View Feature

Supervisors and super users: Did you know that you can get data back out of THEO? The List View feature allows you to search for data, and then filter, sort, and download the data. See the following links to training materials for more details and an example of a commonly requested report:

- [Section 11 of the THEO manual](#)
- [Quick instructions for how to pull out a list of currently enrolled clients](#)

Deactivated Log-ins

User logins become deactivated when they are not used at least once every 30 days or upon request by a supervisor or super user. When this happens, a super user or supervisor needs to approve reactivation. The quickest way to do that is for the supervisor or super user to contact Application Support by sending an email to theo.support@state.or.us or calling 971-673-0382.

Preventing accidental log-in deactivation

- Clicking on the “Reset Password” link on the Login page will prevent the login from locking. THEO locks your account after five unsuccessful attempts, so choosing to reset your password after four unsuccessful attempts can save you time.
- Logging in at least once every 30 days will prevent deactivation.

Error Messages

If THEO shows you error messages, especially during the Application-Enrollment workflow, please contact Application Support, theo.support@state.or.us, or call 971-673-0382. Reporting these types of errors will allow Application Support staff to make sure the records saved correctly and created a Care Plan for every client you are enrolling.

Upcoming Release- **Date change**

New features and updates will be available to you Monday, November 18.¹ The upcoming release includes:

- **Improved Application-Enrollment Workflow:** The steps to enroll a client have been redesigned to make it simpler and faster to enroll clients.
- Release notes will be sent out prior to the release and will also be posted on the [THEO Training Resources webpage](#).
- Previous Release Notes- [May 23, 2019](#)

Data Entry Timeline

Local Implementing Agencies are required to enter MIECHV data into THEO within 14 calendar days of the encounter per the terms of their new contracts. This expectation was established to ensure timely entry and reporting accuracy.

Check-in Calls

Our office will contact each Local Implementing Agency to schedule check-in calls 6-8 weeks after starting to enter data directly into THEO.

¹ The release date changed from November 4 to November 18, 2019.

Babies First!, CaCoon and NFP

THEO key features

- User dashboards to help manage reporting schedules, tasks that are due, and links to the records for each client;
- Improved efficiency and quality of data reports: home visitors will have the ability to request customized surveys to collect any data points about a client; and
- A modern platform that is more user friendly than ORCHIDS.

Please Note: THEO is not an Electronic Health Record (EMR) and will not support documentation of nursing practice.

THEO Rollout Overview

2020						
Feb	Mar	Apr	May	Jun	Jul	Aug
Agency Preparation		Early Adoption		Rollout		
Preparation calls will be scheduled, and rollout schedule will be provided	Training schedule and resources for transition will be provided	1-3 volunteer agencies- representation for each program will be included		All agencies		

Timeline

System Implementation within Babies First!, CaCoon and NFP will begin in April with voluntary early adopters. Rollout will be staggered, and agencies will be contacted in advance for implementation support and training.

December 2019

- Candidates for early adoption will be contacted.
- Early adopters will be selected.

January 2020

- Early adoption schedule will be provided.

February

- Agency supervisors will be contacted to schedule an initial conference call with state staff to discuss the training plan for their program and to review necessary paperwork that will require signatures.
- The rollout schedule will be provided for all agencies.

March

- The training schedule will be provided along with resources for transition preparation.

April-May

- Early adoption implementation with 1-3 volunteer agencies- each program model will be included.

June-August

- Rollout to all agencies will occur.

Do you have questions or need help?

- Contact Application Support through email, theo.support@state.or.us, or by phone, 971-673-0382.
- **THEO webpage:** www.healthoregon.org/theo
- **Frequently Asked Questions** (FAQs) on the THEO webpage. Take a look—you may find the answer you are looking for!

Do you have feedback you would like to share? To share your feedback, please complete the [Feedback form](#) and submit to: theo.support@state.or.us