

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

## EHS/HFA

November 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.

### What Data Should Be Entered Every Two Weeks?

Local Implementing Agencies should enter the following data within two weeks of when it was collected:

- 1) New client enrollments;
- 2) Surveys;
- 3) Home/case visits; and
- 4) Client exits/dis-enrollments.

### Two Week Data Entry Timeline

The Health Resources and Services Administration (HRSA) has indicated that MIECHV-funded states may need to begin providing them with monthly data. In preparation for this, Local Implementing **Agencies are now required to enter MIECHV data (including new client enrollments, surveys, home/case visits and client exits) into THEO within 14 calendar days of the encounter, per the terms of their new contracts.** This will ensure timely entry and reporting accuracy.

### December Drop-In Webinars

Drop-in webinars are informal sessions to allow EHS and HFA THEO users opportunities to ask questions and get individualized help. Follow the links to register:

Tuesday, December 10<sup>th</sup>, from 3-4pm

➤ [December 10<sup>th</sup> Registration](#)

Thursday, December 12<sup>th</sup>, from 11am-12pm

➤ [December 12<sup>th</sup> Registration](#)

## THEO Learning Corner

### Common Error Messages- When to call Application Support

Please see the [Common Error Message Quick Reference](#) attached to this email to help you through some common errors that users have reported.

**Please note:** If you receive an error indicating the “Sequence contains no elements,” call Application Support for assistance.

### 3 Helpful Things a THEO Dashboard Does

#### Home Visitor Dashboard

- Provides a link to the Care Plan for every currently enrolled MIECHV client.
- Shows the total number of MIECHV families/cases assigned to the home visitor.
- Shows the total number of individual MIECHV clients assigned to the home visitor.

#### Supervisor Dashboard

- Provides a link to the dashboard of every home visitor who has MIECHV families assigned.
- Shows the total number of MIECHV families/cases enrolled at the agency.
- Shows the total number of individual MIECHV clients enrolled at the agency.

## EHS and HFA MIECHV and THEO Forms

As mentioned in the THEO debrief calls, a few MIECHV forms have been updated and saved as THEO forms. Using these new THEO forms will simplify the THEO data entry process, since they are re-organized to match the processes and actual survey screen(s) in THEO, which the older versions do not.

- The THEO Forms can now be found with all other forms on the [MIECHV: EHS & HFO 2018 ALL Forms Webpage](#).
- Need THEO forms only? Go to the [THEO MIECHV Forms Webpage](#)

## Sending Client Information to Application Support

Email is not secure. If you need to send client IDs, names, or other data that identifies individual clients, please request a secure email from THEO Application Support ([theo.support@state.or.us](mailto:theo.support@state.or.us)). When you reply to a secure email, you are able to share identifying information about clients and trust that privacy and confidentiality laws are being followed.

## Babies First!, CaCoon and NFP

### Training for THEO

Transition to the THEO system will include many changes for home visiting agencies as they move away from the use of other systems and begin to use THEO. MCH staff will provide training before, during and after the transition to ensure that End Users understand how to use the system effectively.

Training opportunities will be ongoing and flexible throughout rollout to fit the needs of End Users. Continuing education opportunities for End Users, new agency staff, and THEO updates will be provided with regular frequency and as needed after rollout and initial training needs are met.

Please see the **Getting Ready** document provided with this update for more information on how to prepare for THEO.

### Rollout Overview

2020						
Feb	Mar	Apr	May	Jun	Jul	Aug
<b>Agency Preparation</b>		<b>Early Adoption</b>		<b>Rollout</b>		
Preparation calls will be scheduled and rollout schedule will be provided	Training schedule and resources for transition will be provided	1-2 volunteer agencies- representation for each program will be included		All agencies		

## Do you have feedback to share?

To share your feedback, please complete the [Feedback form](#) and email it to: [theo.support@state.or.us](mailto:theo.support@state.or.us)

## Do you have questions or need help?

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