DAISEY for KDHE
Bureau of Family Health

DAISEY Data Import Overview - Agenda

1. Review what DAISEY is and is not
2. Outline data entry options
3. Discuss data import considerations
4. Provide an overview of the import process
5. Review available tools and resources related to data import
6. Questions

What DAISEY IS

DAISEY is the data collection and reporting system KDHE Bureau of Family Health has chosen to collect data on services provided by funded programs.

What DAISEY is NOT

Many organizations have electronic medical/health record (EMR/EHR) systems to support client management, billing, and scheduling. Their purpose is local level operations and management.

- DAISEY is not a client medical record or case management system.
- DAISEY is not a scheduling or billing system.
- DAISEY will not replace systems that serve these functions.

How does data get into DAISEY?

DAISEY Data Entry Options

1. Enter directly into DAISEY.
2. Extract data from another system and import into DAISEY.
   a) Extract all DAISEY data elements from your system and import into DAISEY.
   b) Extract available DAISEY data elements from your system, add remaining data to the import template and import into DAISEY.
   c) Extract available DAISEY data elements from your system, import into DAISEY, then enter remaining data directly into DAISEY.

Option 1: Direct Entry

KDHE Program Visit Form - Adult

Which caregiver was involved? * ▾

Date of Activity * mm/dd/yyyy

Agency / Clinic

Address:

City X#

Zip code X#

County of Residence ▾

Phone Number 555-555-5555

E-Mail:

Preferred Method of Contact None selected ▾

Program ▾

Primary Healthcare Coverage ▾

Secondary Healthcare Coverage ▾

Medical Home ▾

Household Size (number of people) ##

Annual Household Income ##

Option 1: Direct Entry

For organizations with another system, direct entry into both systems is an option:

• Enter billing and scheduling information into one system

• Enter reporting data into DAISEY

May require minimal dual entry of client demographic information.

Option 2: Import Data

- Data import is a manual process completed by users.

- Your system and DAISEY are NOT automatically communicating.

- You can import any amount of data.
  - If your current system captures ALL DAISEY data elements, you can import all data.
  - If your current system captures SOME DAISEY data elements, you can import that data and enter remaining data elements using the import template or by entering directly into DAISEY.

How do I know if import is right for me?

1. Which data elements does my system capture?
2. Can I get data out of my system easily?
3. Can my system easily be modified as reporting requirements change?
4. Do I have the Data Management or IT personnel to support the manual data import process?

Manual Data Import Steps

Step 1: Extract data from your other system

Step 2: Download import template from DAISEY for each form

Step 3: Reformat data to match DAISEY import template format

Step 3.1: Complete DAISEY import template by adding data as necessary

Step 4: Upload import template into DAISEY

Step 4.1: Complete data entry directly in DAISEY as necessary

Implementation Guide
Thinking through data entry options

Bureau of Family Health
Using DAISEY for improved family services coordination & measurement

DAISEY, which stands for Data Application and Integration Solutions for the Early Years, is a shared measurement system. DAISEY was designed by social scientists to help communities see the difference they are making in the lives of at-risk children, youth and families. Implementation of a shared measurement system will allow the Bureau of Family Health at the Kansas Department of Health and Environment (KDHE) and their grantees to improve data quality, track progress toward shared goals, and enhance communication and collaboration.

Implementation Guide

Incorporating new processes into our work can be intimidating and, at times, frustrating. Whether it is collecting new data for reporting or figuring out how to use a new data collection and reporting system, it can feel like a big change and involve a steep learning curve. Understanding the purpose and components of the change and adequately preparing can make the transition easier.

This implementation guide is designed to provide information and tips for KDHE-Funded Family Health organizations implementing DAISEY.

Kansas Department of Health and Environment

DAISEY

Transitioning from a Current Data System

For organizations with existing data-entry systems, the thought of changing to or adding another data-entry system can be daunting. For some organizations, all data necessary for tracking and reporting purposes will be entered directly into DAISEY. This is great news! These organizations are receiving access to a system supported by KDHE with additional support from KU-CPPR at no cost to their organization. DAISEY will collect all data necessary for reporting with additional benefits, including optional data sharing and access to data for internal analysis.

DAISEY was designed with the end user in mind. DAISEY is easy to navigate, intuitive and does not require any data to be entered using codes. For users performing basic data entry, required training is minimal. All data entered into DAISEY can be accessed either through reports or as raw data. As reporting requirements change, KDHE will work with KU-CPPR to update DAISEY and ensure that all necessary data is collected at no cost to grantee organizations.

For organizations with an Electronic Health Record (EHR) system, DAISEY will not replace functions such as billing, scheduling and clinical case management. These organizations may opt to export or extract data from the EHR system, then import it into DAISEY. DAISEY provides import templates that are used to import data, however the import process is manual and requires specific formatting so data enters DAISEY exactly as the system fields require. If an organization's EHR system collects all required elements, the organization may want to solely utilize the import process for getting data into DAISEY. Some organizations may decide the most efficient option is to extract client profile information from the EHR, import it into DAISEY and then enter encounter, program, service, and referral information directly into DAISEY. The Data Entry Option Decision Tree Technical Assistance Brief (DAISEYSolutions.org/KDHE) may be helpful in determining the best course of action for ensuring that all KDHE data elements are captured in DAISEY.

By evaluating existing systems and DAISEY, organizations can make informed decisions that will maximize efficiency of data entry. Organizations may want to ask the following questions when evaluating efficiencies of entering into existing systems versus DAISEY:

Tip: If you plan to extract data from a current system and import into DAISEY, the Data Collection Crosswalk Technical Assistance Brief can help match fields in your system to the correct fields in DAISEY.

- Are the screens and system workflow intuitive, or do users need extensive training?
- Can data entered into the system be accessed/extracted?
- Are there costs associated with making changes to the system if reporting requirements change?

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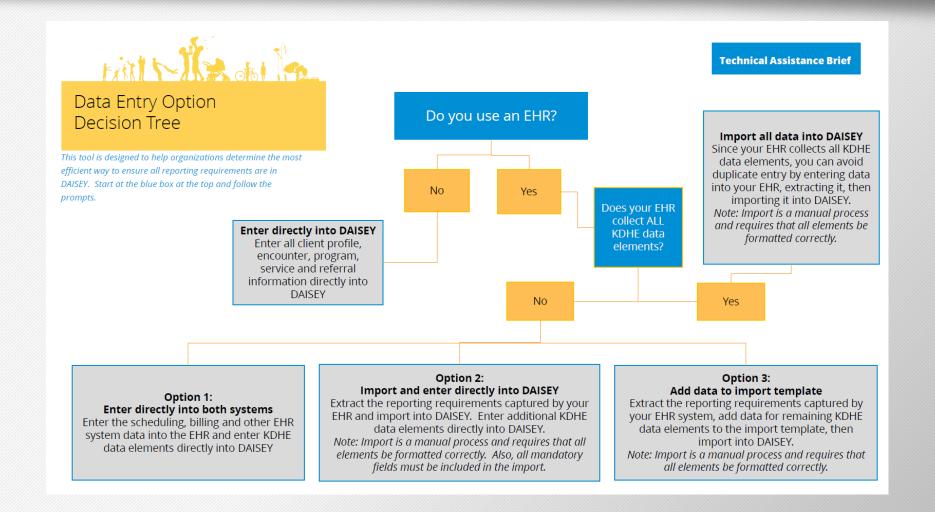|	Is an Option For...	Advantages	Considerations
Option 1: Fully adopt DAISEY as single data collection system	Organizations without a data system or using WebMCH	✓ Does not require dual data entry ✓ Staff only have to know one system ✓ KDHE provides system support	✓ Requires users to learn a new data system ✓ Does not capture non-KDHE data or provide any other functions (case management, billing, scheduling)
Option 2: Enter all data into an EHR then import into DAISEY	Organizations utilizing an EHR system that collects all of the data points that DAISEY collects	✓ Does not require most users to learn a new data system ✓ Most staff only need to know one system	✓ Users performing the import of data into DAISEY must have strong technical skills and will also require additional training specific to importing data into DAISEY (exact data points that are formatted for DAISEY) ✓ May require work with system vendors to develop necessary specifications for data extract ✓ May be cost-prohibitive ✓ Future changes in data points required form KDHE may occur ✓ DAISEY must be current by the 10th of each month
Option 3: Enter some data into both systems	Organizations utilizing an EHR system that collects some but not all of the data points that DAISEY collects	✓ Continue to utilize scheduling/billing/other functionalities not available with DAISEY while having all reporting requirements captured in one system ✓ KDHE provides system support (DAISEY)	✓ Requires users to learn a new data system ✓ Some or all staff will need to understand multiple systems ✓ Organizations with systems that do not capture all required data points will need to update their system, add information to the data import template prior to importing, or enter information directly into DAISEY after the import. ✓ Users performing the import of data into DAISEY must have strong technical skills and will also require additional training specific to importing data into DAISEY (exact data points that are formatted for DAISEY) ✓ DAISEY must be current by the 10th of the month

The *Data Entry Option Decision Tree Technical Assistance Brief* is designed to assist organizations in determining the most efficient method of getting data into DAISEY. This tool is available at DAISEYSolutions.org/KDHE.

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Data Entry Option Decision Tree
Thinking through data entry options

Data Collection Crosswalk
Determine level of overlap between your system and DAISEY

Bureau of Family Health
Using DAISEY for improved family services coordination & measurement

Technical Assistance Brief

DAISEY, which stands for Data Application and Integration Solutions for the Early Years, is a shared measurement system. DAISEY was designed by social scientists to help communities see the difference they are making in the lives of at-risk children, youth and families. Implementation of a shared measurement system will allow the Bureau of Family Health at the Kansas Department of Health and Environment (KDHE) and their grantees to improve data quality, track progress toward shared goals, and enhance communication and collaboration.

Data Collection Crosswalk - KDHE

This tool provides information necessary for importing data into DAISEY. There is a section for each form with details on data elements, allowable responses, and response formatting.

This tool can help organizations map fields between their EHR and DAISEY. Each form section includes a place to document information about elements captured by an organizations EHR system. Completing the mapping section of this document may assist organizations working with EHR vendors to prepare EHR data extracts for import into DAISEY.

Caregiver (Adult) Profile

	DAISEY					[EHR]		
Question ID	Question Label	Question Data Type	Question Format Type	Responses	System Required?	Is this element in the system?	Question ID	Question Label
	ORGANIZATION	Text			No			
	PROGRAM	Text			No			
233	Caregiver System ID	Auto-generated	Alphanumeric		No			
494	Caregiver ID	Text	Alphanumeric		No			
269	Alternate ID	Text	Alphanumeric		No			
234	First Name	Text	Alphanumeric		Yes			
235	Last Name	Text	Alphanumeric		Yes			
270	Enrollment Date	Date	Date (mm/dd/yyyy)		No			
236	Date of Birth	Date	Date (mm/dd/yyyy)		Yes			
604	Sex - Select one	Drop-down list (single choice)	Text	Female|Male	Yes			
605	Race - Select all that apply	Drop-down list (multiple choice)	Text	White|Black or African American|American Indian or Alaska Native|Asian|Native Hawaiian or Other Pacific Islander|Unknown/Not Reported	Yes			
606	Ethnicity - Select one	Drop-down list (single choice)	Text	Hispanic or Latino|Not Hispanic or Latino|Not Reported	Yes			
1263	Were you born in the United States including the Virgin Islands?	Drop-down list (single choice)	Text	1,Yes born in the U.S.|2,No not born in the U.S.|3,Don't know|4,Refused	Yes			

Data Import Video Tutorials
Training on how to import data into DAISEY

Importing Profiles
DAISEY Video Tutorial

KU CENTER FOR PUBLIC PARTNERSHIPS & RESEARCH
The University of Kansas

00:00 — 09:12

Importing Activities Data
DAISEY Video Tutorial

KU CENTER FOR PUBLIC PARTNERSHIPS & RESEARCH
The University of Kansas
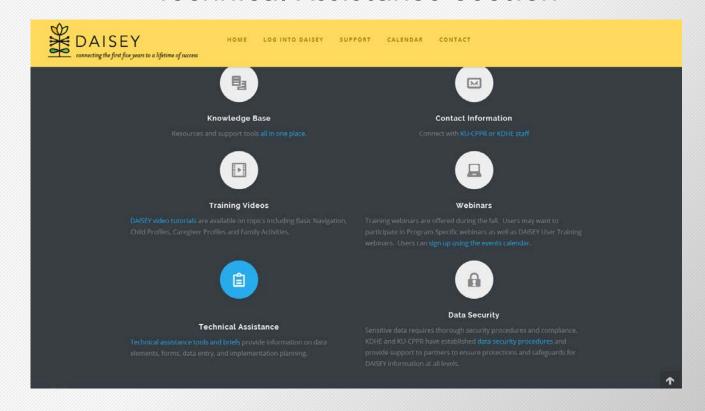
00:00 — 08:52

Tools and Resources

DAISEYSolutions.org/kdhe
Technical Assistance Section

Review

DAISEY Data Entry Options

1. Direct entry into both systems: enter KDHE reporting information directly into DAISEY and information for other purposes directly into another system.

2. Extract data from another system and import into DAISEY.
   a) Extract all DAISEY data elements from your system and import into DAISEY.
   b) Extract available DAISEY data elements from your system, add remaining data to the import template and import into DAISEY.
   c) Extract available DAISEY data elements from your system, import into DAISEY, then enter remaining data directly into DAISEY.

How do I know if import is right for me?

1. Which data elements does my system capture?
   - Use the Data Collection Crosswalk

2. Can I get data out of my system easily?
   - Work with your IT staff and system vendor

3. Is my system flexible? Can it easily be changed as reporting requirements change?
   - Work with your IT staff and system vendor.

4. Do I have the Data Management or IT personnel to support data import?
   - Excel proficiency
   - Data management & systems experience

Consider your options

- Review available tools at DAISEYSolutions.org/kdhe

- Discuss with your KDHE Aid to Local representative

- Seek additional technical assistance from KDHE and KU-CPPR

- Once you have access to the DAISEY Sandbox training environment, get a feel for entering data directly and through import.

Contact

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