

# DAISEY Data Import Webinar Q&A

This document contains responses to questions received during and after the DAISEY Data Import webinar presented by KU-CPPR and KDHE on November 18, 2015. The slides from this presentation are available in the Technical Assistance Section of the DAISEY Solutions for KDHE webpage. It is recommended that you review the slides along with this document and other tools referenced in the slides to obtain the information you need to determine the most efficient data entry option for your organization.

## **What type of information can be imported into DAISEY?**

All data collected in DAISEY can either be entered directly or imported. Data is collected for every client visit for MCH, Family Planning, TPTCM, PMI and Becoming a Mom. This includes client demographic information and information about the services provided and referrals made during the visit.

## **Is data imported in one large file or by program or by form?**

Data is imported into DAISEY using form-specific import templates. Profiles are created using the profile form import template, KDHE Program Visit records are created using the KDHE Program Visit Form import template, and program-specific data is imported using the individual program Service Form import templates, etc.

## **What are DAISEY data import templates?**

Data import templates are excel documents where users paste the information from other data systems to be imported into DAISEY. Data templates are form specific and contain all of the information necessary for properly formatting data for import.

## **Where can we find DAISEY data import templates?**

Data import templates are available in the DAISEY system, both in the live environment and the sandbox training environment. Data import templates are updated in real time as changes are made to DAISEY data elements, so it is always best practice to download the current data import template for whatever form you are preparing to import.

## **When will data import be available?**

The data import feature is available in DAISEY now, in both the live environment and the sandbox training environment. Users can begin testing data import in the sandbox training environment using fictitious client data as soon as they have access. Actual client data should not be uploaded to the sandbox training environment. Users will be able to import real client data once they are given access to the live environment. Organizations should consult [www.DAISEYSolutions.org/kdhe](http://www.DAISEYSolutions.org/kdhe) or their KDHE Aid to Local representative regarding the timing of their DAISEY launch.

### **How are EHR and KIPHS system vendors involved in this process?**

Once you decide that importing some or all of the DAISEY data elements is right for your site, you may want to reach out to your system vendor and begin discussing options for extracting data from your system.

KDHE hosted a meeting in October with members of the KU-CPPR DAISEY Team and several EHR vendors and KIPHS representatives. DAISEY was explained and vendors received an overview of the import process. Vendors were told their users may be contacting them regarding options for extracting data from their system.

KDHE and the KU-CPPR DAISEY Team are committed to providing technical assistance to grantees interested in importing data into DAISEY and we are open to including vendors in technical assistance discussions at the request of individual grantees.

### **Will EHR and KIPHS system vendors be given access to DAISEY?**

No, KDHE and KU-CPPR are only authorizing access to DAISEY to agencies providing program services. Agencies may consult with their vendors about the processes for exporting data from existing systems but it is the responsibility of agency staff to complete the DAISEY import process. KDHE and KU-CPPR provided EHR and KIPHS vendors information about the import process and the data elements required for each program so they could provide assistance with their systems if requested by agencies.

### **Data from our system will need to be reformatted so that it matches the format necessary for import into DAISEY. Can our vendor assist with reformatting the data coming out of their system?**

The data import process is manual and is completed by a DAISEY user. It is likely that the format of data in your system is different than the format required for import into DAISEY for at least some data elements. Reformatting can be completed by your IT or Data Management staff or you could explore options with your vendor for automating the reformatting of the data as it comes out of their system. This conversation should include a discussion about the process for making future changes to the formatting as needed to accommodate any changes to required data elements and/or DAISEY fields.

### **Does this system take the place of KIPHS data entry?**

DAISEY supports all data collection and reporting requirements for Maternal and Child Health, Family Planning, Teen Pregnancy Targeted Case Management and Pregnancy Maintenance Initiative. DAISEY is web-based and HIPAA compliant and is provided to KDHE grantees at no cost and with no future costs for system updates and reporting requirement modifications.

DAISEY will serve as the primary system for collecting MCH, Family Planning, PMI, and TPTCM program information, but DAISEY does not replicate all of the functions of KIPHS. KIPHS users may elect to use both systems by entering program service data into DAISEY and other types of information into KIPHS, or by exporting data from KIPHS and importing into DAISEY.

### **How can we experiment with and test the data import process?**

Once you have access to the DAISEY Sandbox training environment, you can test the import process. Watch the DAISEY Data Import Video Tutorials (available in the training section of [www.DAISEYSolutions.org/kdhe](http://www.DAISEYSolutions.org/kdhe)) then log into the sandbox training environment and follow the steps using a fake data set on the data import template. Note: if you extract data from your system for an import test, please modify the data before importing so there is no identifying information.

### **We noticed in the Data Collection Crosswalk and Data Import Templates, that some of the response options are formatted "yes" / "no" while others are formatted "1,Yes" / "0,No". Why?**

This is a function of the way some questions are structured in DAISEY. This is a good example of why it is so important to review the Data Collection Crosswalk and Data Import Templates in detail as you are preparing data for import. The DAISEY Team is exploring options for increasing consistency.

### **Where can I find materials related to data import including the Implementation Guide?**

Information about data import including the Implementation Guide, Data Entry Option Decision Tree, Data Collection Crosswalk, and Data Import Video Tutorials can be found on the DAISEY Solutions for KDHE webpage at [www.DAISEYSolutions.org/kdhe](http://www.DAISEYSolutions.org/kdhe).

### **Who can I contact for additional information about my data entry options and for technical assistance related to data import?**

Your KDHE program contacts can provide guidance about the data entry option that might be the most efficient for your unique situation. You can contact KDHE staff directly or using the general KDHE Bureau of Family Health e-mail address: [kdhe.bfadmin@ks.gov](mailto:kdhe.bfadmin@ks.gov). For technical assistance or questions about the data import process, you can contact the DAISEY Support Team at [Daisey.kdhe@ku.edu](mailto:Daisey.kdhe@ku.edu).