



# eCornerstone Application Update

## for August 6, 2007 Deployment

*The following changes to the eCornerstone system were deployed August 6, 2007. If you have any questions about this application update or version 2.7.3, please contact the Cornerstone Call Center toll-free at 1-877-447-4221.*

*NOTE: The data displayed on screen illustrations is test data, and in no way reflects actual data being captured by eCornerstone agencies.*

### GENERAL INFORMATION

- General changes to the application are organized according to the eCornerstone menu, followed by changes specific to each program.
- The **eCornerstone Reference Manual** has been updated with all modifications and enhancements outlined in this document. The Reference Manual can be found by selecting "Help" from the menu, or selecting the "Reference Manual" link under the User Help section on the Home Page.
- **Detailed log-in information is now available in the Detail Box located at the bottom of each eCornerstone screen.** In addition to the system's version detail, the log-in information now displays the user name and agency. Select the agency name to display the Agency Detail window. Detailed agency information, including the Agency Number is displayed. Select the "Close Window" link to close the window.

**Agency Detail**

Agency Name: YOUTH SERVICE BUREAU  
 Agency Number: 167005  
 Agency Addresses:

Address Type	Street Address	City	State	Zip	County
Business	2900 NORMANDY RD	Springfield	IL	60878	Madison

Close Window

Release, Twofiveone	CCBYS	
Rose, Testing	JJ Intervention	
Shortcake, Strawberry	Crossroads	
squarepants, Bob	Crossroads	
squarepants, Bob	Peoria Project	
Tester, Barney	Comm for Youth	
Wonderland, Winter	CCBYS	

You are logged in as: **cststal** at **YOUTH SERVICE BUREAU** eCornerstone Version: 2.8.0 (opens in a new window)

- **Links on several eCornerstone system pages have been repaired.**
  - On the Welcome page, the following links are now functioning:
    - The Illinois Department of Human Services web page
    - The "About" page
    - The Resource Search for Hurricane Relief page
  - On the eCornerstone Links page, the following links are now functioning:
    - Illinois Department of Human Services
    - DHS Bureau of Community and Youth Programs
    - DHS Bureau of Youth Services and Delinquency Prevention
    - Community Health Training Center
    - Informational eCornerstone Bulletins
    - IPHCA
    - IPHCA's Cornerstone Information Site
    - IPHCA's eCornerstone Information Site
  - On the eCornerstone Home page, the following links are now functioning:
    - eCornerstone Informational Bulletins
    - eCornerstone Application Updates
    - eCornerstone Reference Manual
    - eCornerstone Online Training
  - On the eCornerstone User Help page, the following links are now functioning:
    - Informational Bulletins

- Application Updates
  - Reference Manual
  - Online Training
  - Case Plan Tutorial
- **Drop down lists in eCornerstone now function properly for those using the Internet browser Mozilla Firefox.**

## PARTICIPANT MENU

### Allergies & Medications

- **The Add/Edit Medication page has been modified to show whether or not a medication is prescribed and so that the prescribing physician can be recorded.** On the Add/Edit Medication page, use the radio button in the new "Prescription" field to indicate if the medication has been prescribed. Use the new "Prescribing Physician" field to type the physician's name. If the "Yes" radio button is selected in the "Prescription" field, the user will be required to complete the "Prescribing Physician" field.

**Illinois Department of Human Services** *Carol L. Adams, Ph.D., Secretary* **eCornerstone**

Home | Lookup | Participant | Administrative | Help | Logout

**Add/Edit Medication** Name: Bug, June      Gender: Female  
Date of Birth: 06/10/1988      Consent at this Agency: Yes  
Cornerstone Id: B200-2508-8765-00

Note: Fields marked with an asterisk (\*) are required.

\*Medication Type: Eye

\*Prescription:  Yes  No

\*Prescribing Physician: Dr. Drake Amore

\*Prescribed Quantity: 1

\*Prescribed Dosage: 1

\*Measures of Doses/Units: Apply as prescribed

\*Medication Frequency: Twice a day

Doses Types: Topical

Time of Day:

\*Start Date (mm/dd/yyyy): 05/15/2005

End Date (mm/dd/yyyy):

Cancel Save Delete

- **The Add Participant Related Time/Activity page has been modified.** The following 14 Medicaid-related activities have been added to the "Activity" drop down list:
  - Active Therapy
  - Assertive Community Treatment
  - Case Management-Client Centered Consultation
  - Case Management-Mental Health



### Add Participant Related Time/Activity

Name: Bug, June      Gender: Female  
Date of Birth: 06/10/1988  
Cornerstone Id: B200-2508-8765-00

Note: Fields marked with an asterisk (\*) are required.

\*Activity Date:

\*Activity:

Time Start: Hr:Min:   AM

Time End: Hr:Min:   AM

\*Time Spent: Hour(s):  Minute(s):

\*Activity Performed By:

(select worker from list or enter worker name)

- or - Worker Name:

\*Activity Contact Type:  Individual  Group

\*Activity Indicator:  On-Site  Off-Site

### Add Participant Related Time/Activity showing a non-Medicaid-related activity.

- o If a Medicaid-related activity is selected, the "Worker Name" field will be inactive. The worker must be selected using the "Activity Performed By" drop down list. Only workers with the appropriate licensure will be listed. There is no procedural change if a non-Medicaid activity is selected; the worker name field will be active and the names found in the "Activity Performed By" drop down list will be the user and any subordinates.

## ADMINISTRATIVE MENU

- **Fields have been added on the Update Worker Information page and the Worker Information page.** The worker's license number can be entered in the new "Professional License Number" field, and the worker's credentials can be selected from the drop down list in the new "Professional Credential Type" field. If the license number is entered, the credential type must be selected.

To access the Update Worker Information page, select "Worker Administration" from the Administration menu. Select "Worker Information" and then "Select Worker Page". Use the drop down list to choose the worker and select "Continue." The Update Worker Information page is displayed.

To access the Worker Information page, select "Agency Profile" from the Administration menu. Then select "Staff Profile" to display the Workers page. Select the worker from the Worker Name column and the Worker Information page is displayed.

**DHS Illinois Department of Human Services**  
Carol L. Adams, Ph.D., Secretary

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### Update Worker Information

[Select Different Worker](#)

First Name:

Middle Name:

Last Name:

Title:

Start Date:   
(mm/dd/yyyy)

Professional License Number:   
(select Credential type from list if license number is entered)

Professional Credential Type:

Cancel Save

**DHS Illinois Department of Human Services**  
Carol L. Adams, Ph.D., Secretary

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### Worker Information

\*Last Name:

\*First Name:

Email Address:

Job Title:

Professional License Number:   
(select Credential type from list if license number is entered)

Professional Credential Type:

\*Employment Begin Date:

## GEAR UP

- **The Intake-Demographic page has been modified.** A new field, **“Individualized Learning Plan (ILP) for GEAR UP”** has been added. If appropriate, use the drop down list to indicate if an Individualized Learning Plan will be used as part of the GEAR UP program. This field must be completed in order to complete a GEAR UP enrollment in the eCornerstone system.

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**Intake - Demographic** Name: Bug, June      Gender: Female  
Date of Birth: 06/10/1988      Consent at this Agency: Yes  
Cornerstone Id: B200-2508-8765-00

Note: Fields marked with an asterisk (\*) are required.

\*Date of Birth (mm/dd/yyyy): 06/10/1988

\*Gender: Female

SSN (123-45-6789 or 123456789): 333-22-4444

Mother's Maiden Name: Insect

Participant's Marital Status: Never Married

Race:

<input type="checkbox"/> Amer Indian/AK Nativ	<input type="checkbox"/> Asian
<input type="checkbox"/> Black/African Amer	<input checked="" type="checkbox"/> Hawaiian/Pac Island
<input type="checkbox"/> Hispanic / Latino	<input type="checkbox"/> Other
<input type="checkbox"/> Unknown	<input checked="" type="checkbox"/> White

Ethnic Status: Not Hispanic

Residential Status: Domiciled

Migrant:  Yes  No

Level of Education: 10th

Education Status: Half time or more

Individualized Education Plan (IEP): Yes

**Individual Learning Plan(ILP) for GEAR UP: Yes**

Household Size: 3

Household Income: \$39,000

Participant Income: \$3,000

Proof of Income: Two (2) check stubs

Employment Status: Employed/Part Time

Occupation Code: WAITERS/WAITRESSES

Date of Death (mm/dd/yyyy):

Language Preference (primary): English

Language Preference (other): Sign Language

Language Preference (other):

Limited English Proficiency:

Disability/Special Needs:

<input type="checkbox"/> Blind/Visual Impair	<input type="checkbox"/> Cardiovascular
<input type="checkbox"/> Deaf/Hard of Hearing	<input type="checkbox"/> Developmental Delay
<input type="checkbox"/> Dyrnntl Disability	<input type="checkbox"/> Mental Illness
<input type="checkbox"/> Mobility Orthopedic/	<input type="checkbox"/> Nervous System
<input type="checkbox"/> Other	<input type="checkbox"/> Respiratory Impairmt

Save

- **Several fields have been modified on the Academic Progress page.**
  - The participant's grade point average can be entered in the new "GPA" field.
  - The PSAT is listed in the College Entrance Exams column.
  - Each course now has an "Advanced Course" radio button that should be used to indicate if the course is an advanced course.
  - Each course now has an "Advanced Placement" radio button that should be used to indicate if the participant is an advanced placement.
  - The following are new "Subject Area: Predefined Course" options:
    - Mathematics: Pre-Calculus
    - Mathematics: Trigonometry
    - Science: Biology
  - The "Language Arts" subject area has been renamed "English/Language Arts".
  - The "Social Science" subject area has been renamed "Social Studies".
  - The "IB-international baccalaureate" subject area has been added.
  - The following "Subject Area: Predefined Course" options have been removed:
    - Advanced: ?
    - Advanced: Advanced Placement
    - Advanced: English/Language Arts
    - Advanced: Mathematics
    - Advanced: Science

- **An error concerning GEAR UP terminations has been corrected.**  
Previously, when a GEAR UP enrollment that has a start/certification date prior to 11/13/06 was terminated the termination did not take effect and the program remained 'Active'. This problem has been addressed, and the termination will now occur correctly.

- **When updating data on the Academic Progress page and the "Yes" radio button indicating School Year Summary for GEAR UP is selected, the user must indicate whether or not the participant passed each course listed in that period.**

In the "SUBJECT AREA: Predefined Course" column, select the link of the course that is to be edited. The Academic Course page is displayed. The "Subject Area" and "Other Course" fields are read only. Select the appropriate radio button in the "Pass" field to indicate if the participant passed the course. Remaining fields can be edited as needed. Select "Save" to save changes and return to the Academic Progress page.

Carol L. Adams, Ph.D., Secretary

Department of Human Services

eCornerstone

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Name: Cookie, Sugar    Gender: Female  
 Date of Birth: 06/01/1988  
 Cornerstone Id: C200-2268-8756-00

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### Academic Progress

School: CandyLand    Grade Level: 12th

School Year Summary for GEAR UP:  Yes  No

Reporting Period: May (Starting 05/01/2007 Ending 05/31/2007)

GPA:

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No.	SUBJECT AREA : Pre-Defined Course	Other Course	Grade	Progress	Pass	Advanced Course	Advanced Placement
(1)	<a href="#">MATHEMATICS : Algebra I or Equival</a>		B	Positive	Y	N	N
(2)	<a href="#">SCIENCE : Biology</a>		B	Positive	Y	N	N

[Add Course](#)

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Standardized Tests	Exam taken during this Reporting Period	Score	Outcome
<b>*ISAT</b>			
	<input type="radio"/> Yes <input checked="" type="radio"/> No		
Math		<input style="width: 50px;" type="text"/>	<input type="text" value=""/>
Reading		<input style="width: 50px;" type="text"/>	<input type="text" value=""/>
Science		<input style="width: 50px;" type="text"/>	<input type="text" value=""/>
<b>*PSAE</b>			
	<input type="radio"/> Yes <input checked="" type="radio"/> No		
Math		<input style="width: 50px;" type="text"/>	<input type="text" value=""/>
Reading		<input style="width: 50px;" type="text"/>	<input type="text" value=""/>
Science		<input style="width: 50px;" type="text"/>	<input type="text" value=""/>
<b>*IMAGE</b>			
	<input type="radio"/> Yes <input checked="" type="radio"/> No		
Math		<input style="width: 50px;" type="text"/>	<input type="text" value=""/>
Reading		<input style="width: 50px;" type="text"/>	<input type="text" value=""/>
<b>College Entrance Exams</b>			
	<input type="radio"/> Yes <input checked="" type="radio"/> No		
ACT		<input style="width: 50px;" type="text"/>	
SAT		<input style="width: 50px;" type="text"/>	
PSAT		<input style="width: 50px;" type="text"/>	

\*5 or more unexcused absences in the 1st and 2nd quarter of school year:  Yes  No

\*Unexcused Absences:  No Data Available

\*Excused Absences:  No Data Available

\*Suspensions:  No Data Available

\*Expulsions:  No Data Available

Promoted to next grade:  Yes  No  Not Applicable

Comments:

Cancel
Save
Delete

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Name: Cookie, Sugar    Gender: Female  
 Date of Birth: 06/01/1988  
 Cornerstone Id: C200-2268-8756-00

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### Academic Course

SUBJECT AREA : Pre-Defined Course: MATHEMATICS : Algebra I or Equival

Other Course:

Grade:

Progress:

\* Pass:  Yes  No

Advanced Course:  Yes  No

Advanced Placement:  Yes  No

Cancel
Save
Delete