

HACC GROWTH FUNDING ROUND 2002 – 2003

INFORMATION SHEET 6: SUBMISSIONS FOR HACC FUNDING FOR IM/IT AND SERVICE CO-ORDINATION

Purpose

To assist agencies intending to make submissions to the 2002-03 HACC growth funding round for Minor Capital related to Information Technology and Information Management.

Scope

This sheet concerns submissions from HACC service providers for funding for Information Technology (IT) or Information Management (IM) in relation to the HACC Program. It covers submissions for hardware and software, relevant to the HACC Minimum Data Set and PCP service coordination. Some funding has been allocated in 2002-03 for this purpose, the priority being agencies now lacking basic IM/IT capacity.

Hardware

Computerised information management in the HACC Program is an important trend. It requires equipment with certain features. The minimum kind of functionality necessary is the ability to collect and transmit the HACC Minimum Data Set (MDS) using a computer and email. If your agency can do this, it is already in a good position to participate in the Service Coordination agenda within Primary Care Partnerships. The kind of hardware you need will depend on the software you use (or intend buying or licensing) to collect the HACC MDS. You should discuss this with the software vendor.

If you intend using the HACC E-Form (a free piece of software distributed by DHS on a CD), the minimum you will need is a PC with a 486 processor, loaded with Windows 95, with a CD-ROM player, and email access. However, the HACC E-Form does not incorporate the INI Service Coordination templates. This function will become available after October 2002, when a new piece of free software (provisionally called the QDC) will be ready for distribution. The QDC system will have the same fairly basic requirements for hardware as the E-Form: a PC with a 486 processor, loaded with Windows 95, email access, and Internet access. For Internet access, a standard telephone connection is sufficient.

Of course, any agency buying a new computer, or upgrading a computer more than three years old, is more likely to choose something better than these minimum standards, such as a Pentium III with Windows 2000 and a built-in modem for email and Internet access. Hardware standards may also be implied by your region's ICT infrastructure plan: see 'Connectivity' below.

Software

A range of software products for HACC client data management are available. The HACC E-Form has already been mentioned. A list of such products can be found on the Primary Health Knowledgebase Website at www.dhs.vic.gov.au/phkb under HACC, then Links. The list is not necessarily complete. In making enquiries from software vendors, three questions to ask are:

- Whether the product has been successfully used to collect and transmit the HACC MDS to the Victorian HACC data repository;
- Whether the product incorporates the Service Coordination Tool Templates;
- If so, whether the data items in the templates are fully integrated with the application's database; for example, whether the dependency data items, when entered on the form, become part of the client record itself.

DHS is working with HACC software developers/vendors to include the implementation of the Service Coordination Tool Templates in the next few months.

Connectivity

HACC providers should consider the emerging trend towards 'connectivity' among health and community care services in Victoria. Connectivity means the ability of one agency to communicate electronically with others, not just by email but by a fast data link, video conferencing, or being members of a shared network. As part of the \$30 million Growing Victoria 'whole of health' investment in information and communication technology (ICT) each Primary Care Partnership, in conjunction with hospital stakeholders, is working on a regional basis to develop three year strategic plans for ICT infrastructure. These plans may require common standards for 'connectivity to the doorstep' of a PCP member agency. The plans may imply common standards on the functionality of hardware and software.

The Western Metro region, for example, has already set standards for HACC agencies wanting to participate in electronic referrals and use online business tools. Other regions may set different standards. The WMR standards are as follows: Pentium III processor 700 MHz; 128Mb RAM; 20Gb hard drive; 48xIDE CD-ROM; 56 Data/Fax modem; 56Kbps modem; 15" Monitor with display resolution of 800x600 and 16 bit colour; operating system Windows 95, NT or 2000. Software: an up to date browser which has 128 bit encryption, such as Internet Explorer 6 or later or Netscape 6.2 or later, Netscape Communicator/Navigator 4 or later.

You should therefore consider whether your existing or planned purchases of hardware and software comply with the regional ICT plan. For further

information, contact your PCP representative who will be able to put you in touch with the best person to advise on the PCP's proposals for information and communications technology. A list of contacts for PCPs can be found on the Website at www.dhs.vic.gov.au/phkb.

Whole of Government IT purchasing arrangements

The Department of Human Services, through its Information Services Branch (ISB), maintains a series of contract supply arrangements for the procurement of IT equipment. The arrangements include the supply of desktop computers, notebook computers, printers, network equipment and servers. Note that PCP member agencies have access to the department's contract supply arrangements for IT equipment. Whole of government arrangements (state government funded sector) are also available for some software applications. Eligibility requirements apply. Details will appear on the DHS Primary Health Knowledge Base website at www.dhs.vic.gov.au/phkb.

Further information

Contact the HACC Data Help Desk on (03) 9616 7255 or email haccmds@dhs.vic.gov.au