

Thom Biller Upgrade Version 19.11b

This upgrade assumes you are at least on version 19.04. If not, please run it first.

If your IT staff are going to run your upgrade, make sure you give them a copy of this document and the email that was sent with the upgrade notice. Once the IT staff has completed the basic installation, please be sure to run any additional steps within Thom Biller that may be needed.

The installation process has not changed, although we added some discussion of a possible

Additional Steps Needed Before Install: none.

Data File Changes: new DPHID added to referral table and automatically filled.

Additional Steps Needed After Install: none

Contact Information:

Please call email me, Larry Tucker, at ltucker@thomchild.org if you have any questions. Also remember to check the Thom website for updates and news:

www.thomchild.org/thom-biller/thom-biller-updates

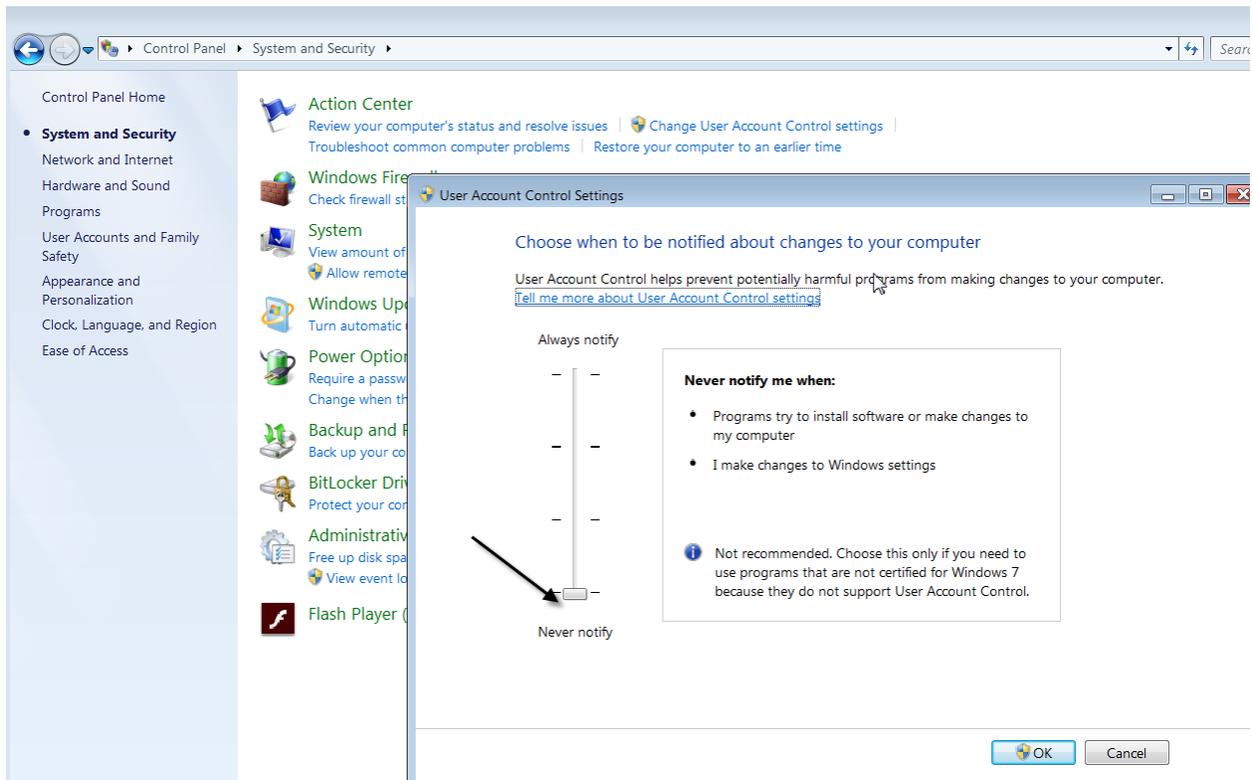
There is also a current copy of the User's Guide and "Generally Useful Documentation" such as instructions for adding a new workstation.

Installation Instructions:

The installation instructions have not changed. If you are on a network, and have run the previous upgrades, *then you only have to run this upgrade on a single workstation.* The updates will automatically propagate to all other machines running Thom Biller on the network.

1. Make sure you have backed up your data. *If your backup run automatically at night, it is best to run the upgrade first thing in the morning so you won't lose any work if you have to revert to the backup.*
2. Make sure no one else is using the Thom Biller software on the network and that it is not running on your computer (in a minimized window on your taskbar.)
3. For Base – Off site systems, make sure you complete any billing disk and recovery exchanges that may be in process. Both the Base and the Off-site systems must be on the same version of Thom Biller during a billing exchange. If one "side" upgrades before the other, then the off-site disk recovery will be disallowed. So, if you are currently downloading disks, or waiting to recover a download disk, do not run the upgrade until both the download and recovery processes are complete.
4. For network users, pick a single workstation that you will use for upgrades. Please use a Windows 7 machine, not Windows 10. Try to run the upgrade on this machine this time, and all future upgrades on the same machine because it may take some special configuration of UAC (#5) and dlls (#8).

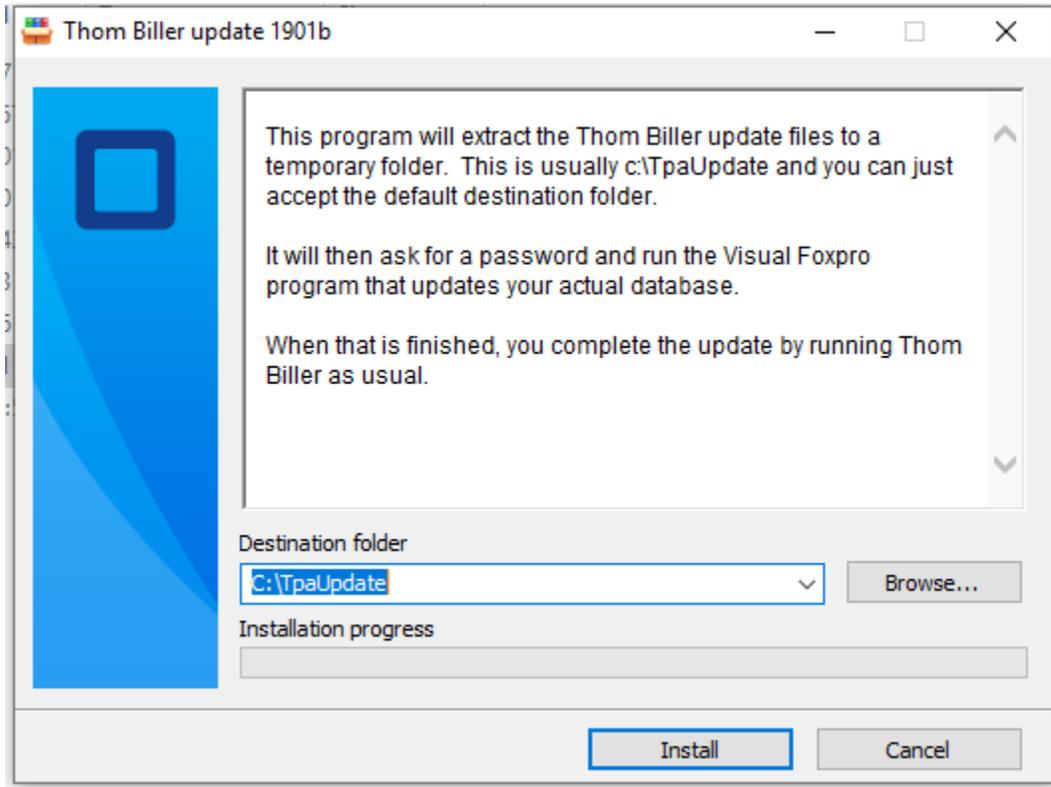
5. Make sure User Account Control "UAC" is turned off ("Never Notify").



Any other setting will prevent the upgrade program from copying files. If the UAC is not off, pull the slider down and restart the computer. You must restart in order for the new UAC setting to take effect.

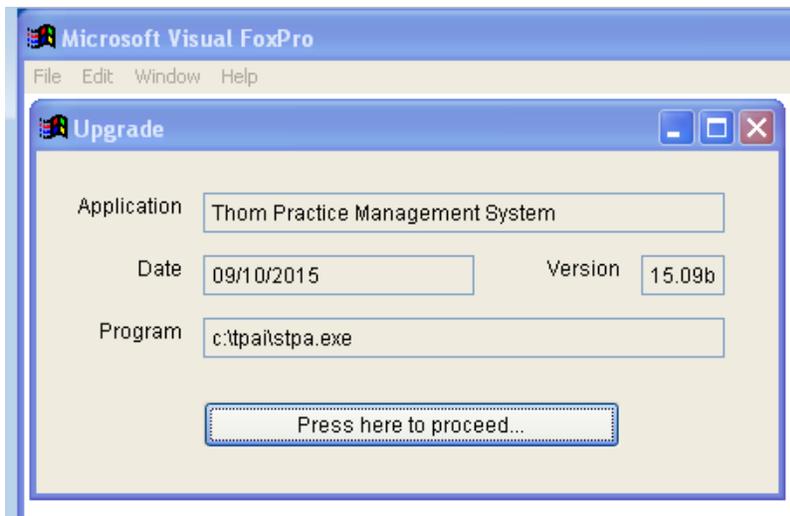
6. Run the upgrade executable (up1904a.exe) from the web site:
(www.thomchild.org/thombillerupdates.htm)

7. A WinRAR screen will start up.



Accept all the default choices and enter the password.

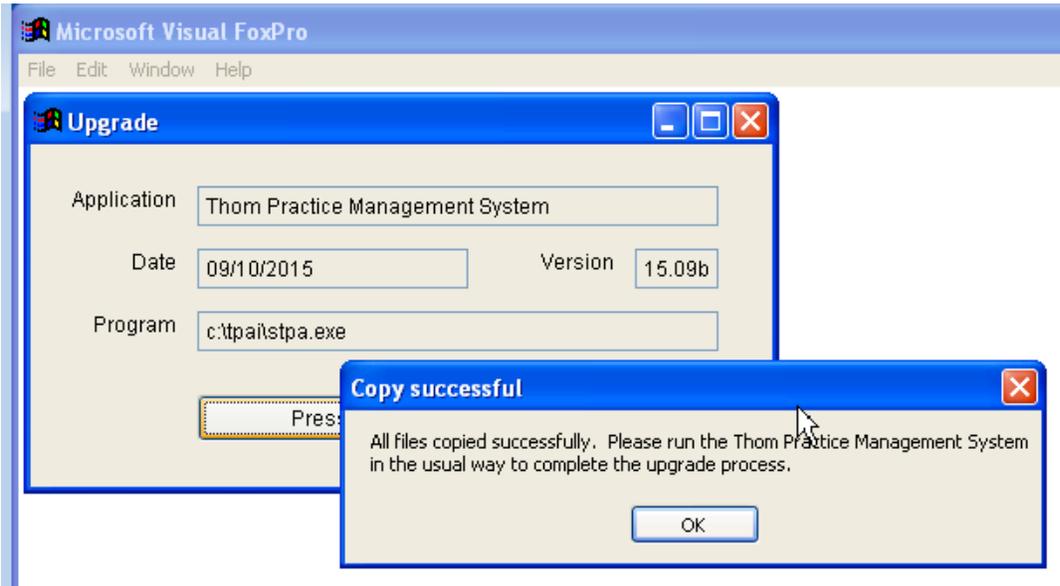
8. A FoxPro window will open to complete the upgrade (below). Press the "Proceed..." button to do this.



If this FoxPro "Upgrade" window does not appear, it means this computer does not have a dll in the correct location. Locate the msvc71.dll (probably on your c:\ root folder) and copy it to your

Windows\SysWow64 folder for 64-bit machines. (For 32-bit Win 7, copy the msvc71.dll to your Windows\System32 folder). If you need to make this change, restart the computer and re-try the upgrade.

Assuming the Foxpro Upgrade routine runs, it will locate your data wherever it is on the network and upgrade it. It will tell you whether all files copied successfully or not (below):



If files do not copy correctly, it is usually because the UAC setting (#4) is incorrect.

9. Start the Thom Biller software as usual. This will complete the upgrade and set the title bar version. (If you get a warning that data changes are needed and someone else is running the program, please make sure everyone is logged off and try running Thom Biller again.) This step may bring over a new version of the loader program and ask you to restart Thom Biller. It may also bring over a new version of VFPSSetup and automatically run it as well.

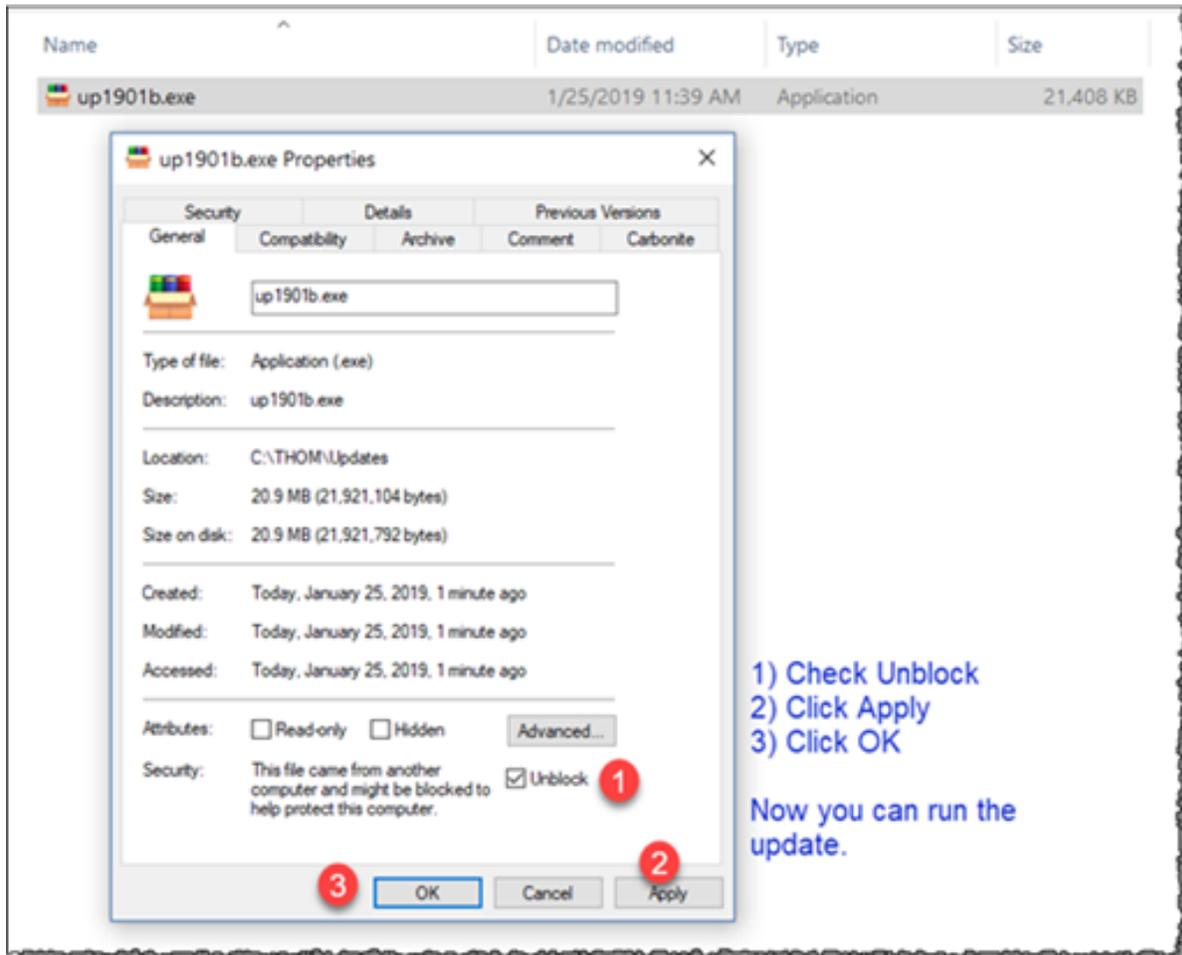
For network users, DO NOT run the upgrade on every machine. Running it once on the machine you have chosen for upgrades will be enough to send the upgrade to all other workstations the next time they start the Thom Biller.

Problems downloading or running the upgrade file

If you get a Windows error, such as "Error: Windows cannot access the specified device, path, or file. You may not have the appropriate permission to access the item" see the following:

- 1) Make sure your anti-virus software is stopped temporarily and not interfering.
- 2) Save the file to a local (not network) folder, such as c:\temp, that you know you have full permissions to.
- 3) Look at the file properties and "Unblock".

1. Right click the file and select “Properties”, then click the “Unblock” checkbox at the “Security” section.
2. Click “Apply”
3. Click “OK”



For more discussion of problems with Windows reading a downloaded file, see this link:

<https://support.microsoft.com/en-us/help/2669244/windows-cannot-access-the-specified-device-path-or-file-error-when-you>

Upgrade Details v19.11b

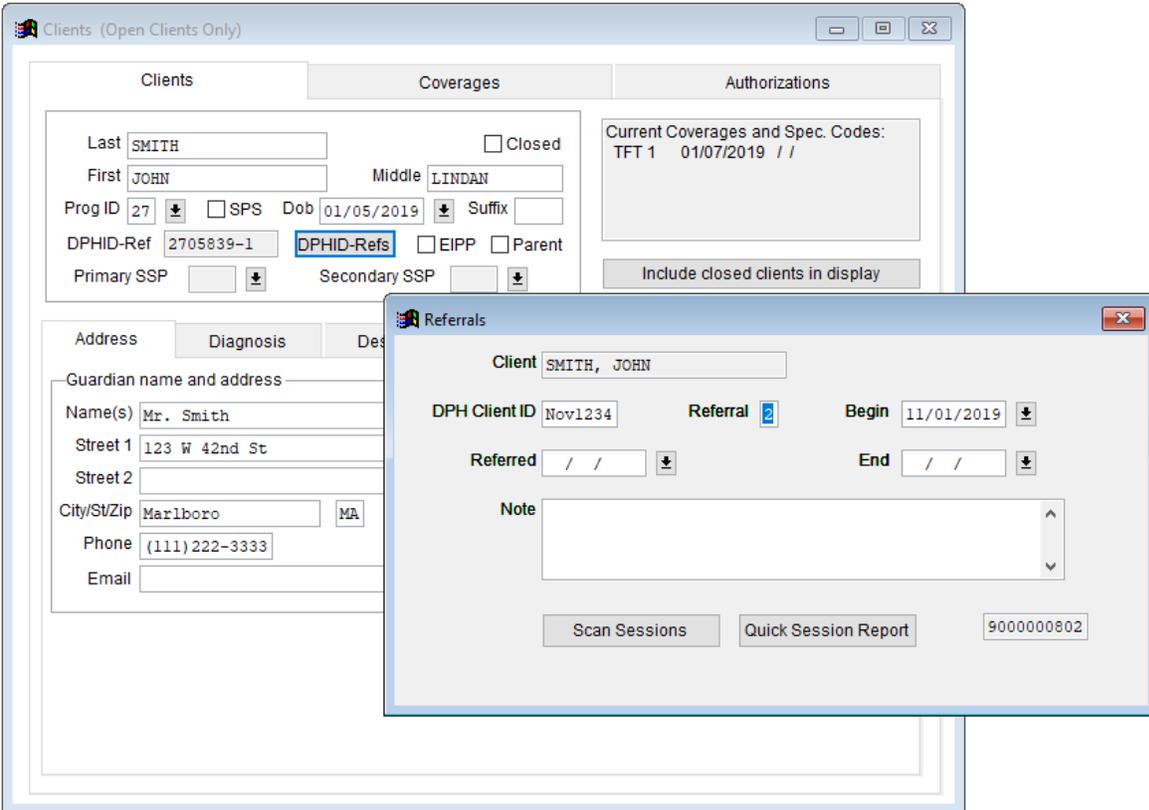
Shift DPHIDs to Referral Table for Date Specificity

The new DPH client system may assign multiple DPH client IDs to clients during the transition from the old to the new system. Please refer to the DPH documentation for details. This means that a child's DPH client ID must be stored with a date range, like the DPH referral number. So we moved the DPHID in Thom Biller from the client record to the referral record:

The screenshot displays two overlapping windows from a software application. The background window is titled "Clients (Open Clients Only)" and shows a form for a client named SMITH, JOHN LINDAN. The "DPHID-Ref" field contains the value "2705839-1". A callout box with an arrow pointing to this field contains the text "current DPHID and referral looked up (readonly)". A button labeled "DPHID-Refs" is highlighted in blue. The foreground window is titled "Referrals" and shows a form for the same client. The "DPH Client ID" field contains the value "2705839", which is highlighted in blue. A callout box with an arrow pointing to this field contains the text "DPHID moved to Referral record". Other fields in the "Referrals" window include "Referral" (1), "Begin" (05/01/2019), "Referred" (05/01/2019), and "End" (/ /). Buttons for "Scan Sessions" and "Quick Session Report" are visible at the bottom of the "Referrals" window.

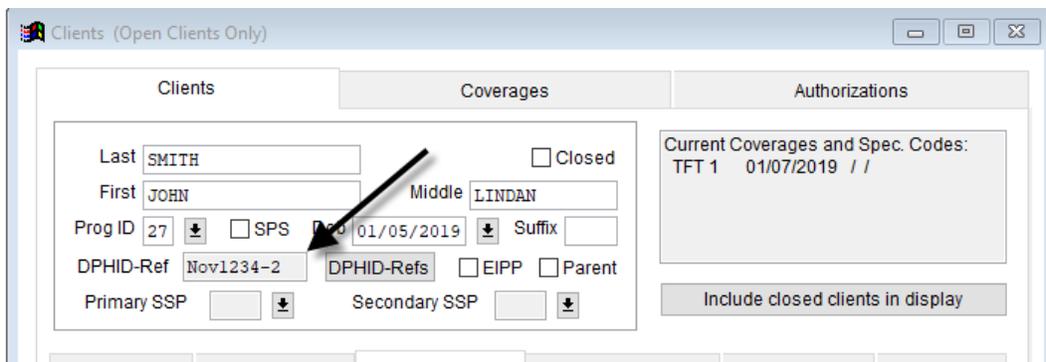
The upgrade will automatically take the old DPHID from the client record and apply it to all the existing referral records for each child. To edit it or change the DPHID, you click the "DPHID-Refs" button on the client screen to pop up the Referrals form. (This is just like the old process to handle referrals).

If a child leaves EI and re-enrolls over the next few months, he or she will get a new DPHID from the DPH client system. You will handle this just like you used to handle a new referral except you'll be assigning both a new referral number (say "2") and a new DPH Client ID. Note, the new DPHID may no longer have the program code as the first 2 characters.



In this example, we are assigning a new DPHID and referral to this client who returned to EI on 11/1/19. You must type in the new ID, in this case “Nov1234” and the next referral number (“2”).

Once saved, you will see the new ID on the Client record (in a read-only format):



This current DPHID also shows up on the search box when you want to look for a client:

Name	Cid	Current Dphid	DOB	Status
AAABCF, FREDDY	1400008861	2712345	2018-01-01	Open
AAAMED, JOE	1400008863	FR-1015	2018-08-01	Open
SMITH, JOHN	1400005969	NOV1234	2019-01-05	Open

You see the column is now labeled “Current DPHID”.

During session entry, and on reports and the DPH SDR, the system will apply the proper DPHID depending on the date of the service (again, just like it used to do for referral numbers).

Add Sessions

Client: SMITH, JOHN | T | Cov

Provider: AANURSE, ELAINE | EA 27 | Prov Disc: 2-Nurse

SSP: | Session Disc: 2

Session: 09/01/2019

Service: TA | HOME VISIT | Proc Code: H2015

Bill: IFT | Rate: 94.00 | Flat Rate: | Units Per Hour: 4

Bill Hr: 1.00 | Fee: 94.00

Setting: H01 | Place: | Forced:

Serv id: 9000000011

DPH Information

Co Tx: N | DOB: 01/05/2019

IFSP Meeting | DPH Rea: | **Old DPHID for an older service**

Assessment Home Visit | DPHID: 2705839-1

Supervision Co-Tx HV

Waiver: | Bal: | Claim ID: | EID: 9010185449

Posted: / /

Add Sessions

Client: SMITH, JOHN | T | Cov

Provider: AANURSE, ELAINE | EA 27 | Prov Disc: 2-Nurse

Session: 11/01/2019

Service: TA | HOME VISIT | Proc Code: H2015

Rate: 94.00 | Units Per Hour: 4

Bill Hr: 1.00 | Fee: 94.00

Setting: H01 | Place: H

DPH Information

Co Tx: N | IFSP Meeting: | Assessment Home Visit: | Supervision Co-Tx HV: | Waiver:

DOB: 01/05/2019 | DPH Rea: | DPHID: Nov1234-2

Serv_id: 9000000012

PA information

PA/Pcc: | Name: | Dates: to | Auth Visit Bal: | Screen Cnt: | Auth Svs:

Note:

Claim ID: | EID: 9010185450

New ID for a recent service covered by the second referral that started in November.

On reports (and the DPH SDR), the old and new values are shown correctly depending on the session date:

11/15/2019 Events in Raw Order Page 1

Current Session Entry

Pr	Client	Session	Sv	Prov	Bl.Hr	Bill	Fee	Set	El	Auth	Co	Rea	Serv_id	Eid
	Dphid-Ref	Diag.	Forced	Provider				Pl	IFSP	AssessHV		AssessHV		TransGrp
	Cov	EA / PCC	SSP					Dennum		Oricov				
	Note													
27	SMITH,JOHN 2705839-1 77639654204	09/01/2019 F80.9	TA	EA 27 AANURSE, ELAINE	2	1.00	TFT 94.00	H01 H	Y	N			9000000011	9010185449
														old
27	SMITH,JOHN Nov1234-2 77639654204	11/01/2019 F80.9	TA	EA 27 AANURSE, ELAINE	2	1.00	TFT 94.00	H01 H	Y	N			9000000012	9010185450
														new
*** Total ***						2.00		188.00						

This should work well for session reports and DPH billing.

For client dropdown list and reports, the current DPHID is shown (not an entire list of old IDs).

Client reports

Reports Conditions Run Report

Selected report: Basic Client

Heading: _____

Client Dates More Client Conditions Coverage Conditions Auth Conditions Session Conditions

Client: SMITH, JOHN T Prog: _____

Coordinator: SMITH, JOHN Nov1234 1400005969 Open

Include Closed Clients

11/15/2019 Basic Client List Page:

CID: 1400005969 Client Not Closed

Client	DPHID	Ref	DOB	Assess	Cur Yr	Primary Coverage	First IFSP	Closed
Prog	CID	Area	Misc	Annual Fee		Coordinator	First Billable	
SSP-1	SSP-2	EIPP		IFSP	SSP Hrs	EI DK	Last Seen	Discharge
SMITH, JOHN	Nov1234	2	01/05/2019	/ /	0.00	1 TFT 77639654204	01/19/2011	Open
27	1400005969			02/09/2011	A5	SICURO, LYNN	01/19/2011	
				0.00		F80.9	11/01/2019	/ /

Count: 1

CID: 1400005969 Client Not Closed

wbcli.frx

This also applies to SSP submissions: they must use the current DPHID for each client no matter what the session date is they are reporting. This is because the DPHID on the spreadsheet is used to look up the client in the Thom database. So in this example, if the SSP was sending in services for John Smith, all of them should have the current DPHID “Nov1234” no matter what the session date. This should be easy for them to track because the current DPHID is associated with the current referral and it is only in that context that they will be billing. If for some reason an SSP sends in sessions from a previous referral, they must make sure they use the current DPHID to identify the client.