NextStep Ideas Portal

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About

The NextStep Ideas Portal is a place for you to share your ideas, have your voice heard, and contribute to NextStep's fast-paced innovation process. Any registered user may submit an idea for improving NSS software. You will also have the opportunity to vote or comment on ideas others have posted as a means to show your support.

- Register to Use the Ideas Portal
- Log In to the Ideas Portal
- Getting Around the Ideas Portal

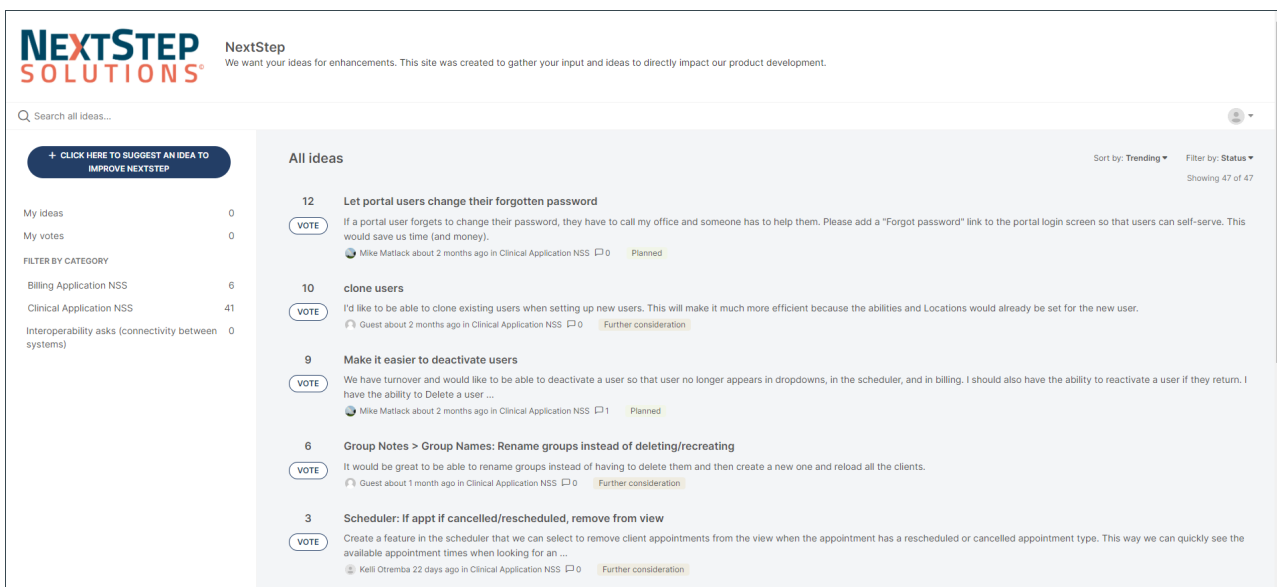## Register to Use the Ideas Portal

To register for an account, send an email to support@nssbehavioralhealth.com with the subject, "Ideas Invite", and we will send you an invitation required to join.

Log In to the Ideas Portal

Go to **NextStep Ideas Portal** and enter your login credentials on the Sign in window then click the Next button.

After logging in to the NextStep Ideas Portal, you will be presented with a list of ideas submitted by members of the NSS community from across the country.

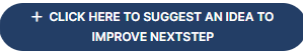## Getting Around the Ideas Portal

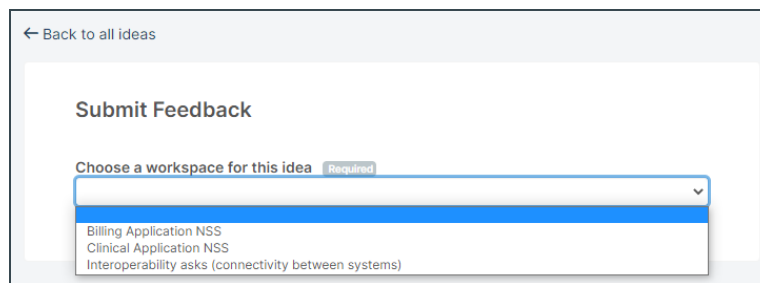Here are some general navigation notes about the Ideas Portal:

- The navigation bars on the left and across the top allow you to filter the ideas. In addition, there is a **Search** box that allows you to filter ideas based on keywords.
- Upon login, the navigation bar across the top defaults to Trending ideas. However, you may also filter by the **Most Recent**

or **Most Popular** ideas.

- The options on the left side of the window allow you to filter ideas by the following:
  - **My ideas**: The ideas you previously submitted and are marked publicly visible by the NSS Product Team.
  - **My votes:** Ideas submitted by others where you previously cast a supporting vote.
  - **Filter By Category**: Each idea submitted must be assigned to one of the following categories. We created these categories as a means of organizing the ideas into logical areas within your workflow but at a high level in order to keep it simple.
    - Billing Application NSS
    - Clinical Application NSS
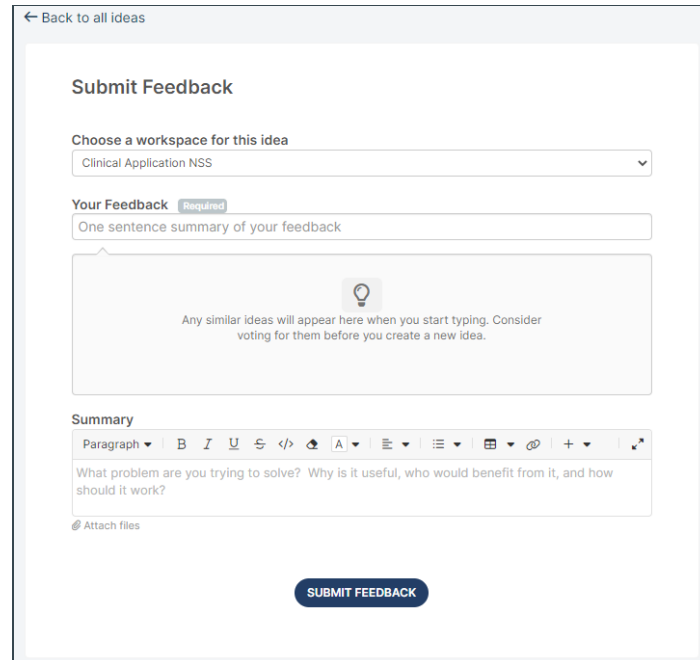   - Interoperability asks (connectivity between systems)

Add a New Idea

1. To submit your own idea, click the ideas button **+ CLICK HERE TO SUGGEST AN IDEA TO IMPROVE NEXTSTEP** on the top left.
2. (*Required*) The Submit Feedback window displays, click the drop-down to select a workspace.

← Back to all ideas

Submit Feedback

Choose a workspace for this idea [Required]

Billing Application NSS
Clinical Application NSS
Interoperability asks (connectivity between systems)

3. A window is displayed where you'll enter information and submit your idea to the NSS Product Team.

← Back to all ideas

Submit Feedback

Choose a workspace for this idea
Clinical Application NSS

Your Feedback [Required]
One sentence summary of your feedback

Any similar ideas will appear here when you start typing. Consider voting for them before you create a new idea.

Summary
Paragraph ▾ | B I U S | </> | ✦ | A ▾ | ≡ ▾ | ⠿ ▾ | ⊞ ▾ | ⊘ | + ▾ | ↔
What problem are you trying to solve? Why is it useful, who would benefit from it, and how should it work?

⊘ Attach files

SUBMIT FEEDBACK

- **Your Feedback**: A single-sentence summary of your idea.
- **Summary**: Explain your idea in a way that helps us understand the problem you are trying to solve.

4. Click the **Submit Feedback** button. Your idea is submitted to the NSS Product Team for review. If your idea is already a feature in NSS, or we choose not to pursue your idea, we'll let you know. We may also reach out to you for clarification. If it is a reasonable idea, we will approve it and make it publicly visible for the rest of the NSS community to cast supporting votes. At that point, you and others will also be able to submit comments on the idea. These comments are visible to

everyone within the NSS community. Please read our **privacy policy** for more information.