NextStep Clinical 11.10 Release Notes

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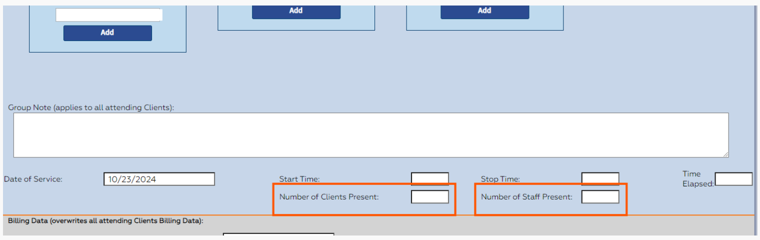
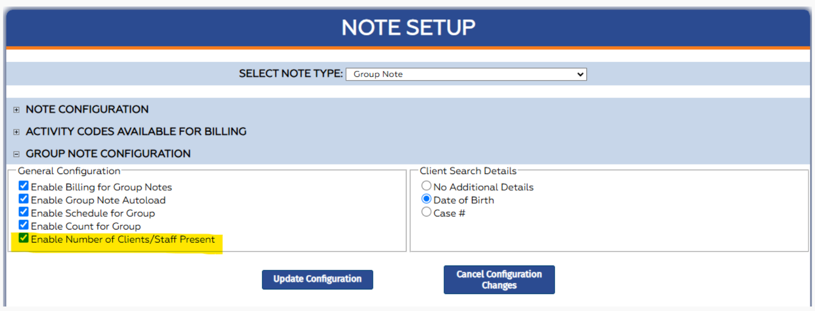
11.10.3 Release Notes

Estimated Release Date (Beta): 10/13/2024

Estimated Release Date (All): 11/10/2024

Note: *The paths shown with the descriptions in these notes reflect those in NextStep's standard configuration. If your agency has customized them, the specific names and locations may differ.*

Enhancements and New Features:

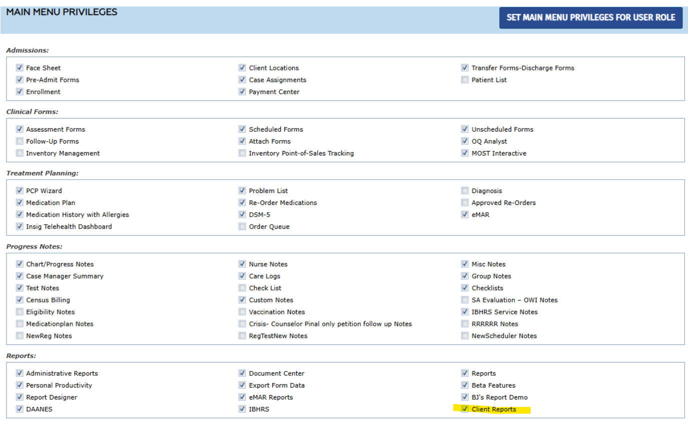
Release 11.10.3	
Add fields to Group Notes to facilitate calculating ratio of clients:staff at sessions	*Main Menu > Progress Notes > Group Notes* Some states require reporting the ratio of staff to clients present at each group session. There are now two fields available in Group Notes where a user can enter **Number of Clients Present** and **Number of Staff Present** at a particular session and it will propagate to the individual Note for each client.  **Note**: For this feature to be available for individual users, it must be enabled in the Note Setup for your agency. *Main Menu > Admin Tools > Note Setup > Group Note > Group Note Configuration > **Enable Number of Clients/Staff Present*** 
Client Reports accessible via Main Menu	

Main Navigation Panel > Maintain Users > Main Menu Privileges > Reports > Client Reports

There is now an item called **Client Reports** available in the Reports area of the Main Menu that enables users to quickly access specific commonly needed reports (see specific notes below) for the currently selected client.

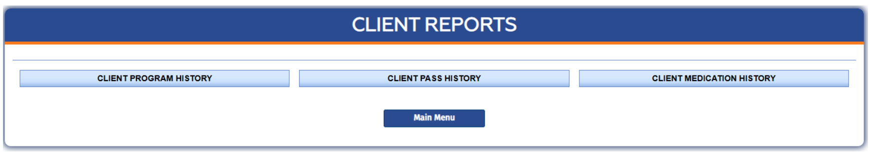
Note: For a User to have access to this menu and its reports, their account will have to have a permission set up in Maintain Users.

*Main Navigation Panel > Maintain Users > Main Menu Privileges > Reports > **Client Reports***



For a User to see the Client Reports button on the Reports menu, the **Client Reports** permission must be checked.

If the User has this permission set, when they click the Client Reports button, they will see buttons for the reports their agency has included. A sample is below.



Release 11.10.3	
Program History report	*Main Menu->Reports->Client Reports > Client Program History* A new **Client Program History** report is available in the **Client Reports** area (see above). This report will display the overall program history for the currently selected client. If the User wishes to restrict the view to a particular episode or episodes of care, the report screen will allow the User to modify the selected date range and resubmit the report. **Note**: You need to have a client selected in NextStep in order for this report to work **Note**: Users may see a negative entry for # of Days in Program if they have saved records where the program end date is before the program start date. In most instances validation checks prevent this from occurring. However, agencies with legacy data, may see some remaining instances of this.

Release 11.10.3	
Printable Client Pass History Report	*Main Menu > Reports > Client Reports* > Client Pass History* A new **Client Pass History** report is available in the **Client Reports** area (see above). This report will display the medications pass history for the currently selected client for the previous week (where a week is defined as starting on Sunday). It is meant to provide an easy way to quickly access a printed version of the client's recent medication history to share with other healthcare providers. If the User wishes to change any of the default parameters, there are filters on the report screen they can modify and resubmit. (Collapsed by default when the report first opens. Click on the funnel icon to expand them.) Users will still be able to access the eMAR Pass History Report screen for more information and different views of a client's medications given history. **Note**: You need to have a client selected in NextStep in order for this report to work **Note**: Users will still have access to this report via the Document Center and if information is needed beyond the current episode of care, the Complete Medications History report is also still available there.
Printable Client Medication History Report	*Main Menu > Reports > Client Reports* > Client Medication History* There is now a faster way to access the current client's medication orders history for the current episode of care from the Main Menu. In the new **Client Reports** area, there is a button to access a **Client Medication History** report. When the User clicks that button, NextStep will bring up the current client's **Medications for Visit** report without having to navigate to it via the Document Center. Users can generate and print this report quickly to share with other healthcare providers who may need to know what medications have active orders and what medications were previously ordered and are now discontinued. **Note**: You need to have a client selected in NextStep in order for this report to work
eMAR: Added Last Passed at field to PRN screen	*Main Menu > Treatment Planning > eMAR > PRN* When a User has selected a building and a client and is getting ready to pass PRN medications, the **Medications** grid at the top of the screen will now display the most recent day/time a PRN medication has been passed in the **Last Passed at** column.
eMAR Pass Administered Time	For eMAR, in the screens where a User is passing scheduled or PRN medications, the **Pass Administered On** field in the Medications grid will be blank until the medication is passed. The user will have the option to enter a specific time in this field. If the user does not enter a time, the time will be set to the time the user clicks the **Pass Selected** button based on the timezone in the User's Location.

Issues Resolved:

Release 11.10.3	

Release 11.10.3	
Bed location in Header not updating	*Various form Headers that use Bed Location* Previously when a client was added to a bed, the Bed Location in a Header did not update until the following day. This issue has been fixed.
Field Alert Color not displaying in Headers for the Bed Location field	*Various form Headers that use Bed Location* In the past, when the Bed Location was added to a Header and a Field Alert Color was specified, that color did not display. This issue has been resolved
Require Supervisor Signoff was getting reset	**Requires supervisor signoff** has been added as role permission. Prior to this update, if you changed Role permissions, saved those permissions and selected Override, the **Requires supervisor signoff** was always reset to OFF for users that belonged to that Role. Now that it is a Role permission, it operates like the existing permissions.
eMAR: Checkboxes will be cleared when User enters the PRN pass screen	*Main Menu > Treatment Planning > eMAR > PRN* In the past, when Users navigated to the screen to pass PRN meds for a client, the checkboxes in the **Pass** column in the **Medications** grid sometimes retained checks from previous visits to this screen. This issue has been resolved.
eMAR: Now able to view instructions entered in Orders	*Main Menu> Treatment Planning > eMAR > various passing screens* In the past when a Provider had entered instructions for how a medication was to be managed while entering the medication description into NextStep initially or later writing an Order for the medication, those instructions were not always carried through to the eMar screen. This issue has been addressed. The instructions are now shown in eMAR. In order to improve consistency across the system, some field names were changed as part of this work. On the **Medication Order Template** screen: "Other" in now "Instructions" On the **Orders screen**: "Additional Instructions" is now "Instructions" In **eMAR**: "Doctor's Notes" is now "Instructions"

11.10.2 Release Notes

Estimated Release Date (Beta): 10/13/2024

Estimated Release Date (All) : 11/10/2024

Feature Enhancements:

Release 11.10.2	

Release 11.10.2	
Specify a time when discontinuing a medication	Prior to this release, when a medication was discontinued it would remain active until EOD on the discontinue date. A User now has the ability to choose a date AND time on the Orders screen and Medication Plan when discontinuing a medication. This will allow Users to choose a date/time in the future or EOD, with schedules automatically becoming inactive once the date/time has occurred. Users will be unable to discontinue a mediation in the past. Known Issues • An issue was uncovered in how times will be displayed when Treatments are discontinued. The time appears to be off by an hour. This will be addressed in a future release.
eMAR -Highlight Discontinued Medications Yellow Instead of Pink	Discontinued medications in the eMAR now appear highlighted in yellow instead of pink. This change was made to align with Industry standards and to assist with individuals who are color blind.
Two-Factor Authentication (2FA) for Positive ID in eMAR	Your agency can now require that Two Factor Authentication (2FA) be performed before a user can access the eMAR. To enable this feature, select SYSTEM SETUP (SUPPLEMENTAL)->eMAR Configuration->eMAR Access requires Two Factor Authentication (2FA) and turn the toggle ON Users must then set up 2FA once in their account by going to ACCOUNT SETTINGS on the Main Menu and scrolling down to the TWO-FACTOR AUTHENTICATION section. Here you can use an app like Google Authenticator, Authy, or Microsoft Authenticator to set up 2FA for NextStep. To do the one time setup, open your Authenticator app and use it to scan the QR code that appears in Account Settings. Once the code is accepted, the Authenticator app will provide you with a code that you can enter into the verification field and then click the Verify button to complete the setup. If it's valid, you will get a verified message. Then, each time you open eMAR, you will need to enter your password and a 6-digit code from the 2FA application you set up for NextStep 2FA.
Lockout User after entering 3 wrong password's screens that require a password to proceed.	Administrators may now require a user to be locked out of the system if the user enters 3 consecutive incorrect passwords. To enable this feature, navigate to Main Menu->SYSTEM SETUP (SUPPLEMENTAL), click on the General section and scroll to the PASSWORD EXPIRATION section. Then turn on the Lock user accounts after 3 incorrect password attempts check box. Once enabled, if a user enters a 3rd consecutive incorrect password, they will be locked out of their account. They will not be able to login OR reset their password. To regain access, an administrator needs to select the user in Main Menu->MAINTAIN USERS and unlock their account by unchecking the Locked checkbox and clicking Update User. You could also reset the password after you update the user.

11.10.1 Release Notes

Estimated Release Date (all agencies): 10/6/24

Issues Resolved:

Release 11.10.1	

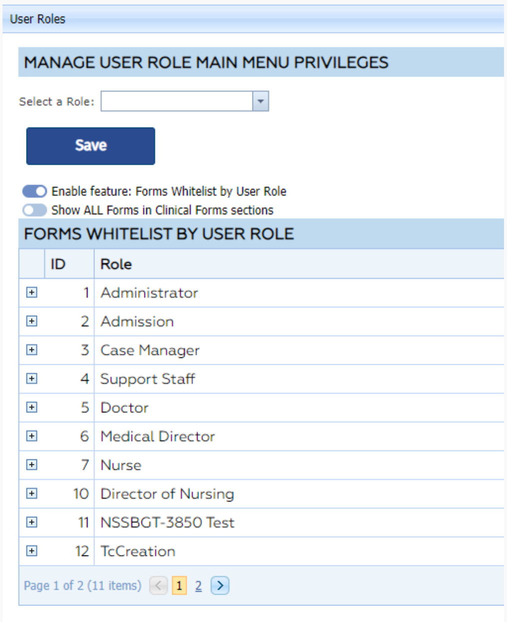
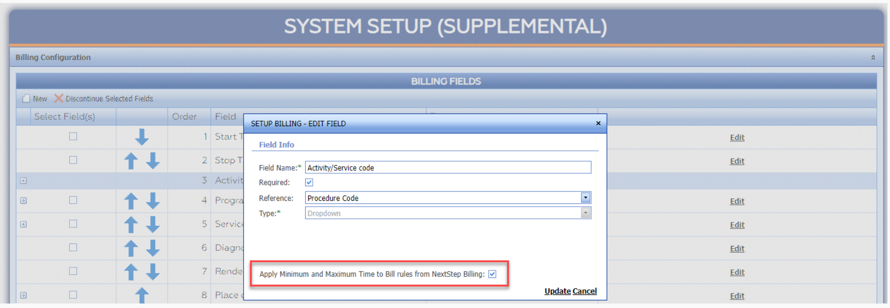
Release 11.10.1	
eMar showing Late Passes for discontinued meds.	*Main Menu > Treatment Planning > eMAR* Some medications continued to display Late Passes after they had been discontinued. This has been resolved
Unable to seal notes/forms when billing information is left blank	A problem was reported where some notes and forms could not be sealed if billing information was blank. This has been resolved

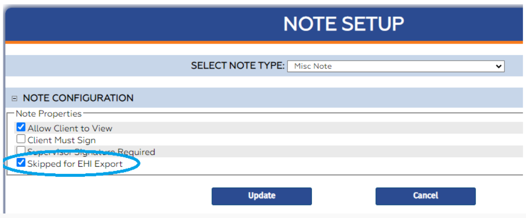
11.10.0 Release Notes

Estimated Release Date (Beta): 9/29/2024

Enhancements and New Features:

Release 11.10.0	
Users can now click to get their passwords reset if they have forgotten them.	*NSS Login Screen > Forgot Password?* Users, who have an email address assigned to their account in User Maintenance, are now able to change their own password if they forgot their password. The NextStep login page now includes a link a user may click if they forgot their password. After clicking this link, if the user is active and has a valid email address set in their user account, that email address will be emailed a link to a page where the password may be reset. Administrators should review Maintain Users to ensure users have email addresses.
Improve Demographic field order	*Main Menu > Face Sheet > Edit > Client Information section* The standard demographic fields were reordered to group similar items together. The new order is: • Race: • Ethnicity: • Birth Sex: • Gender Identity: • Orientation: • Preferred Pronouns: • Language: • Religion:

Release 11.10.0	
Adjustments to existing whitelist feature	NextStep currently supports a whitelist feature. This feature is used to designate which User Roles are able to see only the Forms added in this list when viewing the Document Center. Users can still see ALL forms in the Clinical Forms sections. User Roles with no Forms added to the list, are able to see all Forms when viewing the Document Center. You can now turn a new toggle, **Show ALL Forms in Clinical Forms sections**, OFF in Main Menu > Admin Tools Menu > System Setup (Supplemental) > User Roles tab. When you do, a user that belongs to a role that includes a whitelist of documents will not be able to see any of the forms that do not appear in the whitelist, regardless of where they are in NextStep. 
Census Billing now shows Designations in Diagnosis Dropdown	*Main Menu > Progress Notes > Census Billing* In Census Billing, you will now see the designation, code, and description when viewing the Diagnosis dropdown. If there are multiple diagnoses for that client, they will be listed in a hierarchy and by order. Any discontinued or ruled-out diagnoses will not appear on this list.
Apply Activity Code Min/Max Times to Clinical Billing Data box	*Clinical > Main Menu > Admin Tools > System Setup (Supplemental) > Billing Configuration* NextStep has a new setup option that, when enabled, applies the rules in the **Minimum Time to Bill** and **Maximum Time to Bill** fields in the Master Activity Code Form in Billing, which will now carry over to the Clinical Billing Data box. Applying these rules to the Billing Data box will not allow the user to finalize a note/form without meeting the time criteria set up in Billing. Your agency must have NextStep Billing to use this feature. 

Release 11.10.0	
"Program" column added to Service Details clinical report	*Reports: Administrative Reports > Billing/Financial: Service Details Report* The **Service Details Report** previously did not show the program attached to the client's service. It has now been added to the report view as well as a filter option at the top of the report.
Support for excluding some Notes and Forms from EHI exports	*Main Menu > Admin Tools > Note Setup** NextStep provides the ability to export Electronic Health Information (EHI) for one or all clients. You can now indicate on a Form or Note whether that item should NOT be included in the EHI exports..  * In Form Setup, the option appears at the bottom of the list of **User Defined Form Properties list.**

Issues Resolved:

Release 11.10.0	
eMar displays schedules for wrong users.	The eMAR used to allow a user to perform a series of clicks, selecting one client after another. This could create a situation where, due to the time needed to fetch and load the data, the system could end up looking like it was showing data that didn't match the current client selection. This issue has been resolved.
eMAR: Some medications and treatments showing erroneous late passes around midnight	*Main Menu > Treatment Planning > eMAR* In eMAR when some medications or treatments were scheduled to be passed near midnight, they would sometimes be shown as late even if they were given/performed. This issue has been resolved.
Unexpected discharges from Beds	An issue was reported that when a user updated a Program for a client, and that update did not require a Location change, sometimes the client would be erroneously discharged from their bed. This has been resolved.