

**COSIG – INFORMATION MANAGEMENT (IM) COMMITTEE WORKPLAN**  
**(Revised 12/13/06)**

<b><i>INFORMATION MANAGEMENT TASKS</i></b>					
<b>Goal # Priority</b>	<b>Goal &amp; Action Steps</b>	<b>Begin Date</b>	<b>Target Date</b>	<b>Responsible Parties</b>	<b>Strategies/Progress Notes/ Comments</b>
<b>1</b>	Prepare demonstration of COSIG Data Warehouse project to DHH Department Administration	<b>1/4/07</b>	<b>1/31/07</b>	Committee members	Contact Dr. Townsend to coordinate presentation before end of January 2007.
<b>2</b>	Schedule periodic meetings with COSIG Clinical Protocol Committee and Evaluation Committee to discuss PPG measures and co-occurring clinical processes	<b>1/4/07</b>	<b>Ongoing</b>	Kirsten	Discussion of PPG measures/Need to finalize OAD clinical process to identify co-occurring population
<b>3</b>	Research moving MINI from paper version to web-version	<b>1/4/07</b>	<b>2/4/07</b>	Keith & CPC & PE	Explore the legal utilization of the MINI web version or other web-based instruments (Prism). Keith Poche of OMH to contact Bo White of Click Here Publishing, L. L. C. on logistics.
<b>4</b>	SAS EG Training of OMH and OAD users	<b>1/4/07</b>	<b>1/31/07</b>	Committee members	Train state-level DHH decision support staff on SAS EG by end of January 31, 2007.

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<b>5</b>	COSIG IMS Uniform Data Dictionary	<b>1/04/07</b>	<b>Ongoing</b>	Shawn and Dewain	Prepare COSIG data dictionary with common data elements and definitions from both systems to track clients with co-occurring disorders
<b>6</b>	Add capability in LADDS to record full diagnostic impression/use DSM-IV TR	<b>2/1/07</b>	<b>2/28/07</b>	Toni	Coordinate modification with Click Here Publishing, L. L. C
<b>7</b>	Further development of COSIG Data Warehouse & sustainability of SAS software for COSIG and DHH	<b>1/04/07</b>	<b>Ongoing</b>	Toni and Tanya	Schedule meeting with IM Committee and Tanya McGee to discuss future directions of COSIG project.