

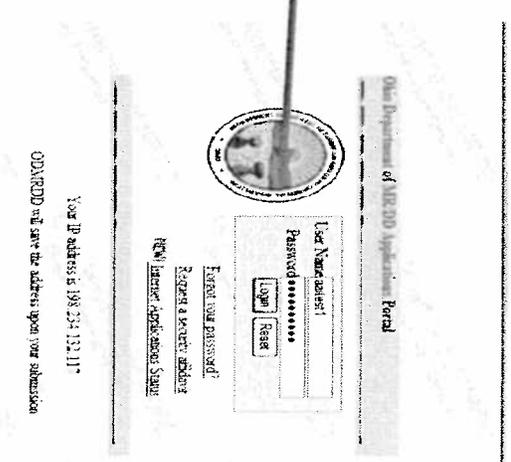
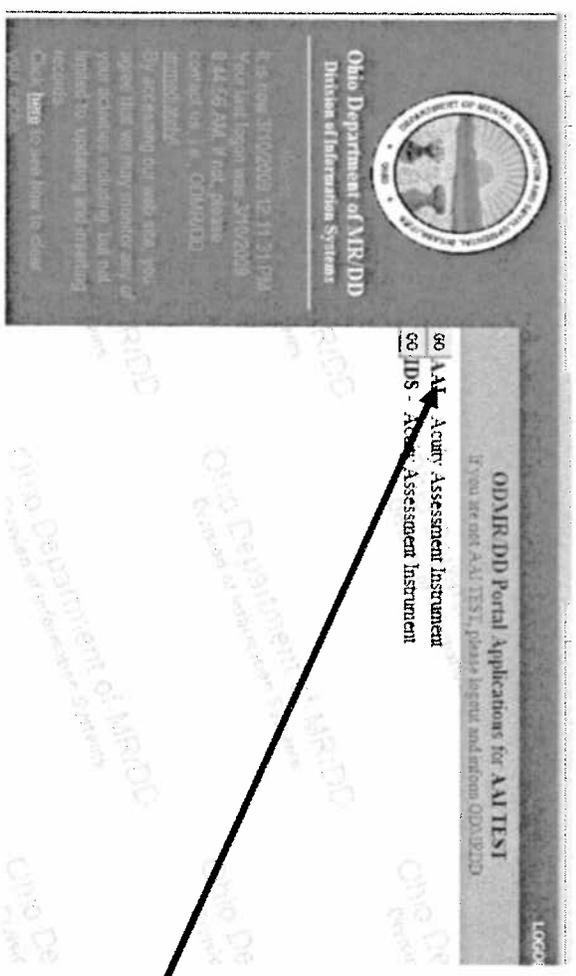
Acuity Assessment Instrument (AAI)

User Guide

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Logging on to AAI

Logging on to the AAI has not changed. You will still need to use your same user name and password.



You will also still use the same AAI button application. (In the future, AAI will live under the IDS button. The field will be notified before this change is made.)

Navigation in the new AAI

IDS Search - Windows Internet Explorer

https://test.mv.state.oh.us/apps/Exttranet/IDS/ids_search.aspx

File Edit View Favorites Tools Help

IDS Search

THE OHIO DEPARTMENT OF MENTAL RETARDATION AND DEVELOPMENTAL DISABILITIES

Acuity Assessment Instrument (AAI)

Welcome AAI TEST - Cuyahoga County Group

Search

Basic Information
Acuity Assessment Instrument (AAI)
Registration

Ltest, Ftest A (6598541) [CUYA CUYA] SSN: 9876 Med: 723457 DOB: 1/1/... [NONE]

Message Board ...

SUPPORT | APPS LIST | LOGOUT

Search List

Name	DOB	SSN	Med	Prog/Res Co	Records in
Ltest, Ftest A (6598541)	1/1/...	9876	723457	CUYA CUYA	CUYA CUYA

Search By: Name of Individual First Name Ftest LName Ltest in All Search

Trusted sites 100%

Navigation in the new AAI

The screenshot shows a web browser window with the URL `https://testmr.state.oh.us/apps/Extremet/IDS/ids_search.aspx`. The page title is "Acuity Assessment Instrument (AAI)". The main content area is titled "Welcome AAI TEST - Cuyahoga County Group".

On the left side, there is a navigation menu with the following items:

- Basic Information
 - Individual
 - Address
- Acuity Assessment Instr. (AAI)
 - Description
 - View Edit Acuity
 - Submit Acuity
 - Create Initial Acuity
 - County Acuity Report
- Regular Access

Below the navigation menu, there is a search box and a table of search results. An arrow points from the "Acuity Assessment Instr. (AAI)" menu item to the search results table.

Name	DOB	SSN	Med	Prgr/Ret Co	Records in
Leest, First A (6598541)	11/...	...9876	723457	CUYA / CUYA	

At the bottom of the page, there are links for "SUPPORT | APPS LIST | LOGOUT" and a "Message Board" link.

Once an individual is chosen, you will be able to navigate to the pages described in the Navigation Panel that are available to you. Grayed out listings are not available. Note that the Individual Basic information is viewable, as well as the Acuity-specific pages. Pages will be described in more detail in the sections of the User Guide.

Search function in the new AAI

The screenshot shows a web browser window titled "IDS Search - Windows Internet Explorer". The address bar contains the URL: `https://test.mt.state.or.us/apps/Extainer/IDS/ids_search.aspx`. The browser's menu bar includes File, Edit, View, Favorites, Tools, and Help. The page title is "Acuity Assessment Instrument (AAI)".

The main content area is titled "THE OHIO DEPARTMENT OF MENTAL RETARDATION AND DEVELOPMENTAL DISABILITIES" and "Acuity Assessment Instrument (AAI)". Below this is a "County Group" dropdown menu and a "Message Board ..." link. At the bottom of the page are links for "SUPPORT | APPS LIST | LOGOUT" and a logo.

The search interface is located in the lower right. It features a "Search" tab and a "List" tab. A large text input field contains the instruction: "Please enter both last and first names." Below this field are several search criteria: "By: Name of Individual" (selected), "First Name" (input field), "LName" (input field), "in: CUYA" (dropdown menu), and a "Search" button. A legend on the left lists other search criteria: SSN, Medicaid Num, DoB, and ODMRDD Num.

An arrow points from the text box on the left to the search input field.

Choosing the Search function in the Navigation Panel will show the screen to the right.

- Note the options to use for your search.
- When using a person's name to search you must enter full last name and at least a partial first name.

Search function in the new AAI

IDS Search - Windows Internet Explorer

https://test.mt.state.oh.us/apps/Extanet/IDS/ids_search.aspx

File Edit View Favorites Tools Help

IDS Search

THE OHIO DEPARTMENT OF MENTAL RETARDATION AND DEVELOPMENTAL DISABILITIES

Acuity Assessment Instrument (AAI)

Welcome AAI TEST - Cuyahoga County Group

Lest, First A (6598541) CUYA CUYA SSN: 9876 Med: 723457 DOB: 1/1/...

Message Board ...

SUPPORT | APPS LIST | LOGOUT

Name	DOB	SSN	Med	Prg/Ret Co	Records In
Lest, First A (6598541)	1/1/...	...9876	...723457	CUYA CUYA	1

Search By: Name of Individual First Name: Lest Last Name: Lest in: All Search

Trusted sites 100%

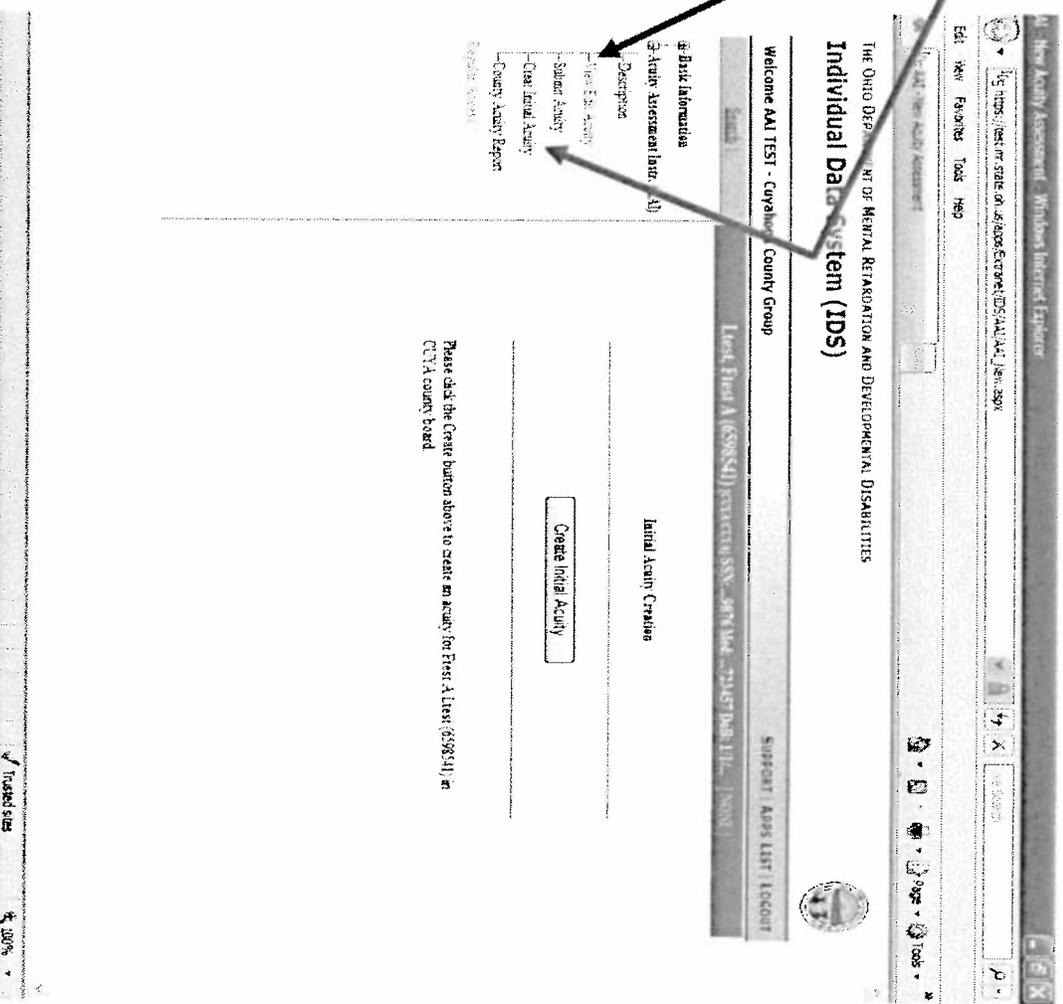
Once your search is complete, you need to select your person by clicking on the circle in front of their name. Once selected you can use the Navigation Panel listing.

Creating and Editing an Acuity

Here we have selected the

“Create Initial Acuity” for our test person.

- Once an initial acuity has been created it becomes the “Draft” acuity, you must use the “View/Edit Acuity” button to access the acuity for this person. (The Draft acuity cannot be deleted only edited.)
- The Acuity Instrument has not changed; only the look and the online system have changed.
- The AAI system will store one draft acuity instrument and copies of all of the submitted acuity instruments.
- The draft can be edited and then must be submitted to make the changes effective in the system.



Entering Acuity Information

Once the Create or View/Edit selection is made you will see this screen.

Note that all of the sections of the Acuity Instrument are displayed and you are able to click on each section to take you to that page. You have the option to print any acuity in the system for the selected person by using the drop-down menu to select the acuity before hitting the print button.

The buttons at the bottom of each page of the instrument will let you refresh (not erase) the information on the page and save the information. You must save changes before going to another page or they will be lost.

The screenshot shows a web browser window titled 'Assessment Details - Windows Internet Explorer'. The address bar shows 'http://testenv.state.oh.us/apps/ExtForm/IDS/AAI/aae_details.aspx'. The page content includes a sidebar with navigation options and a main form area for 'Acuity Information'. The form includes a table for 'Acuity Information' with columns for 'Acuity', 'E-Communication', 'Medical', 'D-Change', 'E-Pathway', 'E-Linking', 'G-Intervention', 'H-Substance', and 'Medical'. Below the table are input fields for 'Interview Date', 'Effective Date', 'SSA Name', and 'Interviewer'. At the bottom of the form, there are buttons for 'Reset Page' and 'Save Changes', and a note: 'If different enter the interviewer's name below.'

Acuity Instrument Sections Information Section

Acuity Assessment Details - Windows Internet Explorer

https://test.mv.state.oh.us/apps/Extreme/IDS/AAI/aa_details.aspx

File Edit View Favorites Tools Help
IDS AAI - Assessment Details

THE OHIO DEPARTMENT OF MENTAL RETARDATION AND DEVELOPMENTAL DISABILITIES Individual Data System (IDS)

Welcome AAI TEST - Cuyahoga County Group

Search

Test: First A (6598541) (Cuyahoga) SSN: ...9876 Mid: ...723457 Dob: 1/1/... (AAI)

SUPPORT | APPS LIST | LOGOUT

Basic Information

Acuity Assessment Instr. (AAI)

Description

View Edit Acuity

Submit Acuity

Create Initial Acuity

County Acuity Report

Regular Access

Acuity Information

Acuity Information | Schedule

A Task B Communication C Mobility D Clothing E Bathroom F Eating G Integration H Supervision I Medical

Acuity Selection

Workarea - Issuance 3/10/2008 8:48:48 AM

Print this acuity

Interview Date: 12/10/2008

Effective Date: 1/1/2009

SSA Name: First

My

Last

SSA

Interviewer

AAI TEST

If different enter the ID

Self-Advocate

First

Parent

First

Guardian

First

Advocate

First

Provider

First

SSA

First

Other

Relationship to individual

Advocate

Reset Page

Save Changes

Trusted sites

100%

Acuity Instrument Sections

Schedule Section

Assessment Details - Windows Internet Explorer

https://test.mr.state.oh.us/apps/Extreme/IDS/AAI/aaI_details.aspx

File Edit View Favorites Tools Help

IDS AAI - Assessment Details

THE OHIO DEPARTMENT OF MENTAL RETARDATION AND DEVELOPMENTAL DISABILITIES

Individual Data System (IDS)

Welcome AAI TEST - Cuyahoga County Group

Search

Test: Test A (6598541) [Cuyahoga] SSN: ...9876 Med: ...73157 Dist: 1/1/... [AAI]

Support | Apps List | Logout

Acuity Information | **Schedule** | Acuity Selection | Worsene - lastupdate: 3/10/2008 8:48:48 AM | Print this acuity

A: Task B: Communication C: Mobility D: Clothing E: Bathroom F: Eating G: Integration H: Supervision I: Medical

Description

View Edit Acuity

Submit Acuity

Great Initial Acuity

Country Acuity Report

Regular Acuity

Schedule

Indicate the individual's current schedule in one or more of the Adult Day waiver services setting(s) indicating the number of hours below:

Begin the calculation from the time the individual arrives at the Adult Day waiver services setting(s) and end the calculation at the time the individual leaves the setting(s). Using the ranges provided, indicate the total number of hours of Adult Day waiver services scheduled to be provided each day: (0, 0:01-1:00, 1:01-2:00, 2:01-3:00, 3:01-4:00, 4:01-5:00, 5:01-6:00, 6:01-7:00, 7:01-8:00, 8:01-9:00, 9:01-10:00, over 10:01)

	Current Schedule Hours	Proposed Schedule Hours
Sunday:	0	0
Monday:	5:01-6:00	0
Tuesday:	5:01-6:00	0
Wednesday:	5:01-6:00	0
Thursday:	5:01-6:00	0
Friday:	5:01-6:00	0
Saturday:	0	0

Schedule will change within 90 days of current assessment

Reset Page Save Changes

Trusted sites 100%

Acuity Instrument Sections

Task Section

AAI - Assessment Details - Windows Internet Explorer

File Edit View Favorites Tools Help

Log: https://test.mr.state.oh.us/apps/Extranet/IDS/AAI/ai_details.aspx

Individual Data System (IDS)

Welcome AAI TEST - Cuyahoga County Group

Search

Basic Information Acuity: Assessment Instr. (AAI)

Description

View: Edit Acuity
Submit Acuity
Create Initial Acuity
County Activity Report
Regular Access

Acuity Information Schedule
A: Task B: Communication C: Mobility D: Clothing E: Bathroom F: Eating G: Integration H: Supervision I: Medical

Acuity Selection Workers - Janusdate 3:10:2009 8:48:48 AM | Print this acuity

Test, First A (6598541) (CVVACVY) SSN: 9876 Med: 733457DOB: 1/1/1944

SUPPORT | APPS LIST | LOGOUT

A: Task Training

To complete this section, the interviewer must first identify and discuss with the individual & or other informants all tasks or activities that the individual completes within the first 30 minutes after arriving at the site where Adult Day waiver services are provided. Include tasks involved in leaving the transportation vehicle.

When an individual has not yet started to receive Adult Day waiver services, informants are to answer this question by estimating the numbers of steps it would take the individual to complete activities in which he/she would engage during the first 1/2 hour of the day at the site where the waiver services are to be delivered.

Describe the task/activity

Enter building, put coat away, and start to sort the different size wooden pieces for packaging.

- How many steps does it take to complete the task we just identified?
- Which answer best describes the level of assistance, if any, the individual requires to complete the task?
Physical Prompts
- What percentage of staff time is typically required to enable an individual to complete a familiar task in the most efficient manner possible? (This question is a measure of staff time needed for each task. It is not a measure of staff time needed per day or week)
 Independent or no staff time monitoring.
 Less than 25% staff time monitoring.
 25%-49% staff time monitoring plus verbal gestural prompts.
 50%-74% staff time monitoring plus some physical assistance.
 75%-100% staff time monitoring plus full physical assistance.

Note scroll bar

Trusted sites 100%

Acuity Instrument Sections

Communication Section

THE OHIO DEPARTMENT OF MENTAL RETARDATION AND DEVELOPMENTAL DISABILITIES

Individual Data System (IDS)

Welcome AAI TEST - Cuyahoga County Group

Search

Acuity Information | Schedule

Acuity Selection

Weekdays - lastupdate: 2/10/2009 8:43:48 AM

Print this acuity

Basic Information
Acuity Assessment Instr. (AAM)

Description

View/Edit Acuity

Submit Acuity

Clear Initial Acuity

County Acuity Report

Regional Assessment

B: Expressive Communication
The purpose of this question is to identify the amount of staff time it takes to understand the needs and wants of the individual by determining the time it takes for the individual to communicate with others.

1. Which answer best describes the individual's mode of communication?
 - Verbal
 - Non-verbal and uses gestures, sign language, picture book and/or communication board
 - Uses communication cues and/or vocalizations (i.e., crying, laughing, laughing, yelling) that are not commonly understood or are misunderstood
2. Information Sources: (check all that apply)
 - Individual
 - Observation
 - Documentation
 - Informant (same as in Acuity Information page. Click [here](#) if different)

First Name

Last Name

Relationship to Individual

Acuity Instrument Sections

Mobility Section

AAI - Assessment Details - Windows Internet Explorer

Log https://testmr.state.oh.us/apps/Extwaver/IDS/AAI/aa1_details.aspx

File Edit View Favorites Tools Help

Log AAI - Assessment Details

THE OHIO DEPARTMENT OF MENTAL RETARDATION AND DEVELOPMENTAL DISABILITIES

Individual Data System (IDS)

Welcome AAI TEST - Cuyahoga County Group

Test: First A (6598541) IDVA CIVIL SSN: ...9876 Med: 73457 DOB: 1/1/... (AAI)

SUPPORT | APPS LIST | LOGOUT

Acuity: Information | Schedule

Acuity Selection: **Womens** - Last Update: 3/10/2009 8:48:48 AM | Print this acuity

Acuity: Information | Schedule

A: Task B: Communication C: Mobility D: Clothing E: Bathroom F: Eating G: Integration H: Supervision I: Medical

Description

View Edit Acuity

Submit Acuity

Create Initial Acuity

County Acuity Report

Register Acuity

Mobility Assistance

The purpose of this question is to identify the amount of staff time it takes to assist an individual to access the setting(s) where one or more of the Adult Day waiver services are provided.

1. Which answer best identifies the individual's need for mobility-related assistance when moving from environment to environment in order to participate in one or more of the Adult Day waiver services?

- Independent
- Uses a wheelchair and requires periodic staff assistance, such as when using an electronic wheelchair lift.
- Requires assistance from staff when entering or leaving a bus and/or van.
- Requires assistance from staff when traveling long distances and/or to adjust to changes in floor elevation and to enter or leave a bus or van.
- Requires total assistance from staff.

2. Information Sources (check all that apply)

Individual Observation Documentation (specify)

Informant (same as an Acuity Information page. Click [here] if different)

First Name: Family Last Name: Friend Relationship to Individual: Advocate

aa1_details.aspx

Trusted sites 100%

Acuity Instrument Sections

Clothing Section

AAI - Assessment Details - Windows Internet Explorer

Log: https://test.mv.state.oh.us/apps/Extranet/IDS/AAI/ael_details.aspx

File Edit View Favorites Tools Help

Log: AAI - Assessment Details

THE OHIO DEPARTMENT OF MENTAL RETARDATION AND DEVELOPMENTAL DISABILITIES

Individual Data System (IDS)

Welcome AAI TEST - Cuyahoga County Group

Test, First A (6598841) [0VAVCVVA SSV: ...9876 Mod: ...723457 DoB: 1/1/... (A*)] SUPPORT | APPS LIST | LOGOUT

Acuity Information | Schedule

Acuity Selection: **Workarea - lastupdate 3/10/2008 8:48:48 AM** | **Print this acuity**

A. Task B. Communication C. Mobility D. **Clothing** E. Bathroom F. Eating G. Integration H. Supervision I. Medical

Description

- View Edit Acuity
- Submit Acuity
- Create Initial Acuity
- County Acuity Report
- Reselect Acuity

D. Clothing Assistance

The purpose of this question is to identify the amount of staff time it takes to assist an individual to put on or take off clothing when he/she participates in one or more of the Adult Day waiver services. The question pertains to assistance needed during a typical day and at times other than those required when toileting.

1. Which answer best identifies the individual's need for mobility-related assistance when moving from environment to environment in order to participate in one or more of the Adult Day waiver services?

- Independent.
- Requires staff monitoring and/or verbal assistance and/or cues.
- Requires physical assistance from staff with activities such as unbuttoning and/or removing his/her coat or boots.
- Requires total assistance from staff with activities such as unbuttoning his/her coat and/or placing personal items in his/her locker.

2. Information Sources (check all that apply)

- Individual
- Observation
- Documentation
- Informant (same as in Acuity Information page. Click [here](#) if different)

First Name: Last Name: Relationship to Individual: (specify)

ael_details.aspx Trusted sites 100%

Acuity Instrument Sections

Eating Section

THE OHIO DEPARTMENT OF MENTAL RETARDATION AND DEVELOPMENTAL DISABILITIES

Individual Data System (IDS)

Welcome AAI TEST - Cuyahoga County Group

SUPPORT | APPS LIST | LOGOUT

Search

Test: Test A (6598541) (CVACUYA) SSN: 9876 Mod: 73457 Dob: 1/1/1940

Basic Information

Acuity Information | Schedule

Acuity Selection | Workarea - lastupdate: 3/10/2009 8:48:48 AM | Print this acuity

Acuity Assessment Instr. (AAP)

A. Task B. Communication C. Mobility D. Clothing E. Bathroom F. Feeding G. Integration H. Supervision I. Medical

Description

View Edit Acuity

Submit Acuity

Clear Initial Acuity

Country Acuity Report

Regular Address

F. Eating Assistance

The purpose of this question is to identify the amount of staff time it takes to assist an individual to eat a meal during a typical day when receiving one or more of the Adult Day waiver services. Complete this question even if the individual does not eat a meal during scheduled Adult Day waiver service hours.

1. Which answer best identifies the individual's need for assistance to eat a meal while participating in Day Hab and/or Supported Employment?

Independent

Requires assistance from one staff member with meal preparation activities including opening and warming food items and/or assisting the individual with his/her money skills and use of vending machines. Following completion of these tasks, the individual's meal is ready to be consumed and the staff member can leave the area.

Requires assistance from one staff member to complete all facets of preparing, eating and cleaning up following the meal. Staff assistance may be provided to access and open the lunch box or bag; set up adaptive equipment; open and warm food; use vending machines; wipe the person's mouth; throw away trash.

Requires total assistance from one staff member in order to complete feeding by mouth and/or to prepare and monitor tube feeding, and/or to monitor the individual's eating throughout the entire meal due to medical complications such as choking.

2. Information Sources (check all that apply)

Individual

Observation

Documentation

(specify)

Informant (same as in Acuity Information page. Click [here](#) if different)

First Name

Last Name

Relationship to Individual

Reset Page

Save Changes

Acuity Instrument Sections

Integration Section

AAI - Assessment Details - Windows Internet Explorer

https://test.mr.state.oh.us/apps/Extrene/IDS/AAI/ai_details.aspx

File Edit View Favorites Tools Help

IDS AAI - Assessment Details

THE OHIO DEPARTMENT OF MENTAL RETARDATION AND DEVELOPMENTAL DISABILITIES

Individual Data System (IDS)

Welcome AAI TEST - Cuyahoga County Group

Search

Test, Frost A (6598541) (Cuyahoga) SSN: ...9876 Med: ...723457 DoB: 1/1/... (M)

Acuity Information Schedule

Acuity Selection

Workarea - lastupdate: 3/10/2009 8:48:48 AM

Print this acuity

A. Task B. Communication C. Mobility D. Clothing E. Bathroom F. Eating G. Integration H. Supervision I. Medical

Description

View Edit Acuity

Submit Acuity

Clear Initial Acuity

Country Acuity Report

Register Acuity

G: Community Integration

The purpose of this question is to identify the amount of staff time it takes to assist an individual to participate in community activities that may lead to community connections or membership. The question pertains to assistance needed during a typical day when an individual is engaged in community activities which may occur at times other than or in conjunction with the times one or more Adult Day waiver services are provided.

1. Which answer best identifies the individual's need for assistance to participate in a community activity?
 - Independent, yet requires transportation to and from the activity.
 - Requires staff monitoring and/or verbal assistance and/or cues as well as transportation to and from the activity.
 - Requires total assistance from staff and the use of a transportation vehicle with an electronic lift.
2. Information Sources (check all that apply):

- Individual Observation Documentation (specify)
- Informant (same as in Acuity Information page. Click [here](#) if different)

First Name Last Name Relationship to Individual

Reset Page Save Changes

Acuity Instrument Sections

Supervision Section View 2

Welcome AAI TEST - Cuyahoga County Group

Search
Ltest_Ptest A (6598541) (CVA/CVA) SSN: 9876 Med: 72457 Dob: 1/1/00 (AAI)

- Basic Information
- Acuity Assessment Instr. (AAI)
- Description
- View Edit Acuity
- Submit Acuity
- Create Initial Acuity
- County Acuity Report
- Regular Access

Acuity Information | Schedule
Acuity Selection: Works Intubate 3'10" 2009 8 48 49 AM Print this acuity
A.Task: B.Communication C.Mobility D.Clothing E.Bathroom F.Eating G.Integration H.Supervision I.Medical

H Supervision Required
2. Information Sources (check all that apply)

Individual Observation Documentation (specify)
 Informant (same as in Acuity Information page. Click if different)
First Name: Last Name: Relationship to Individual:

3. Identified target behaviors and/or medical needs: Check all target behaviors in which the individual engages and/or medical issues requiring staff assistance and/or intervention.

- None
- Medically Fragile Condition
- Property Destruction
- Disruption of Day Hab Program Areas
- Stealing
- Self-Injurious Behaviors
- Behavior Harmful to Others
- Sexual
- PIC.A. Ingestion of inedible substances
- Other Describe:

4. Documentation of target behaviors: Describe the documentation used to verify the accuracy of the selections made and to indicate that they are currently occurring.
Note: No score will be recorded for this question unless a response has been made to item 3 and 4.

Behavior Documentation sheets:

Note scroll bar

Acuity Instrument Sections

Medical Section

THE OHIO DEPARTMENT OF MENTAL RETARDATION AND DEVELOPMENTAL DISABILITIES

Individual Data System (IDS)

Welcome AAI TEST - Cuyahoga County Group

Search

Test: First A (6598541) | JCVYKCVYA SSN: 9876 Med: 73157 Dob: 1/1/ (44)

SUPPORT | APPS LIST | LOGOUT

Basic Information

Acuity Assessment Instr. (AAI)

Description

View Edit Acuity

Submit Acuity

Clear Initial Acuity

Country Acuity Report

Regular Assess

Acuity Information | Schedule

A. Task B. Communication C. Mobility D. Clothing E. Bathroom F. Eating G. Integration H. Supervision I. Medical

I. Medical Needs

The purpose of this question is to identify the amount of staff time it takes to assist an individual with medical needs during a typical day when the individual is engaged in one or more Adult Day waiver services.

1. Which answer best identifies the individual's need for assistance to participate in or receive one or more of the Adult Day waiver services?

- No known medical concerns that require extra services or supports.
- Requires minimal staff monitoring and/or interventions, such as use of safety precautions, to address the diagnosed medical conditions of the individual.
- Requires moderate staff monitoring, such as dietary monitoring or staff assistance to prevent choking and/or the use of interventions on an intermittent basis to address the diagnosed medical conditions of the individual.
- Requires extensive staff intervention, such as use of oxygen, tube feeding, respiratory monitoring and percussion and treatment of wounds caused by self-injurious behavior, to address the diagnosed medical conditions of the individual.

2. Information Sources (check all that apply)

- Individual Observation Documentation (specify)
 - Informant (same as in Acuity Information page. Click [here](#) if different)
- First Name Last Name Relationship to Individual

Reset Page

Save Changes

Submitting a Draft

A draft acuity must be submitted before the system will make it effective. This is to say that the score will not be registered until the draft is submitted. Select the "Submit Acuity" to score, Submit, and view a history of acuity scores.

The screenshot shows a web browser window displaying the AAI system interface. The browser address bar shows the URL: `https://test.or.state.oh.us/aps/ExtFrame/IDS/ids_search.aspx`. The page title is "THE OHIO DEPARTMENT OF MENTAL RETARDATION AND DEVELOPMENTAL DISABILITIES Acuity Assessment Instrument (AAI)".

The main content area is titled "Welcome AAI TEST - Cuyahoga County Group". It features a "Search" button and a "Message Board ..." link. Below this is a table of search results:

Name	DOB	SSN	Med	Prgr/Rct Co	Records in
List, First A (6598541)	11/...	...9876	...723457	CUYA, CUYA	AAI

Below the table is a "Search" section with a dropdown menu set to "By: Name of Individual" and a "Search" button. To the right of the table are several input fields for filtering: "First Name", "Last", "LName", "Lst", "in: CUYA", and "Search".

An arrow points from the text "Submit Acuity" to the "Submit Acuity" link in the search results table.

Submitting a Draft

On this page you can:

- View history table of past acuity scores (none on this page)
- Score a draft acuity before submitting it
- Submit a draft acuity to the system
- Print a blank copy of the AAI Instrument

AAI Acuity Management - Windows 10

105 https://test.mv.state.oh.us/app

File Edit View Favorites Tools Help

105 AAI - Acuity Management

THE OHIO DEPARTMENT OF MENT

Individual Data Summary

Welcome AAI TEST - CUYahog

Search

Basic Information

Acuity Assessment Instr. (AAI)

Description

View/Edit Acuity

Submit Acuity

Create Initial Acuity

County Acuity Report

Regular Access

List: Test A (6598541) (CCTACVVA) SSV: ...9876 Mod: ...723457 DoB: 1/1/... (AAI)

Acuity Submission History Admin Review Request Admin Review History

Eff. Date	End Date	Ratio	Flag	Last Update	By
-----------	----------	-------	------	-------------	----

Score draft acuity before submission

Score

Submit draft acuity with effective date of If this is not correct, please change effective date on the draft acuity before submission.

Submit Draft Acuity

AAI Form (.pdf)

Print Draft Acuity

Trusted sites 100%

Scored Draft Acuity

AAI - Acuity Management - Windows Internet Explorer

File Edit View Favorites Tools Help

https://test.mv.state.oh.us/apps/Extremey/IDS/AAI/AAI_AcuityManagement.aspx

THE OHIO DEPARTMENT OF MENTAL RETARDATION AND DEVELOPMENTAL DISABILITIES

Individual Data System (IDS)

Welcome AAI TEST - Cuyahoga County Group

Test, First A (6598541) | CUYA.CUYA.SSN: ...9876 | Med: 73457 |DOB: 1/1/... | AAJ

SUPPORT | APPS LIST | LOGOUT

Basic Information

Acuity Assessment Instr. (AAI)

Description

View Edit Acuity

Submit Acuity

Print Initial Acuity

County Acuity Report

Regular Acuity

Acuity Submission History

Admin Review Request

Admin Review History

The acuity is completed and ready for submission

Eff. Date	End Date	Rate

Projected Score - 30 Projected Ratio - B

Score draft acuity before submission:

Submit draft acuity with effective date of If this is not correct, please change effective date on the draft acuity before submission.

AAIForm (.pdf)

Trusted sites 100%

Scoring an acuity will show these two messages or it will give you a red error message in the area above the history box.

Submitting a Draft

AAI Acuity Management - Windows Internet Explorer

Log: https://test.mr.state.oh.us/apps/External/IDS/AAI/AAI_AcuityManagement.aspx

File Edit View Favorites Tools Help

Log AAI - Acuity Management

THE OHIO DEPARTMENT OF MENTAL RETARDATION AND DEVELOPMENTAL DISABILITIES

Individual Data System (IDS)

Welcome AAI TEST - Cuyahoga County Group

Search

Basic Information

Acuity Assessment Instr. (AAI)

- Description
- View Edit Acuity
- Submit Acuity
- Clear Draft Acuity
- County Acuity Report
- Regular Access

Test, Frost A (6598541) [ccvccvccvq SSV...9876 Med...73457 DoB: 1/1/... 1941]

Support | Apps List | Logout

Acuity Submission History Admin. Review Request Admin. Review History

Eff. Date	End Date	Ratio	Flag	Last Update	By
1/1/2009	Open	B	S	03/10/2009 09:47:32:743	AAI TEST

Score draft acuity before submission

Submit draft acuity with effective date of If this is not correct, please change effective date on the draft acuity before submission. [Date must be between 1/1/2009 and 4/9/2009]

Successful!

AAIForm (.pdf)

Note that the effective date has parameters and must match the Draft or the submission will not be accepted.

Trusted sites 100%

Submitting a Draft

AAI - Acuity Management - Windows Internet Explorer

Log: https://test.mv.state.oh.us/apps/Extane/IDS/AAI/AAI_AcuityManagement.aspx

File Edit View Favorites Tools Help

Log AAI - Acuity Management

THE OHIO DEPARTMENT OF MENTAL RETARDATION AND DEVELOPMENTAL DISABILITIES

Individual Data System (IDS)

Welcome AAI TEST - Cuyahoga County Group

Search

Basic Information

Acuity Assessment Instr: (AAI)

- Description
- View Edit Acuity
- Submit Acuity
- Print Initial Acuity
- County Acuity Report

Regular Access

Test, First A (6598541) (CVVA CVVA SSN: ...9876 Med: ...73457 Dob: 1/1/... pdf)

SUPPORT | APPS LIST | LOGOUT

Acuity Submission History Admin Review Request Admin Review History

EFF Date	End Date	Rate	Flag	Last Update	By
2/1/2009	Open	B	S	03/10/2009 09:49:26:743	AAI TEST
1/1/2009	1/31/2009	B	S	03/10/2009 09:49:26:730	AAI TEST

Score draft acuity before submission

Submit draft acuity with effective date of If this is not correct, please change effective date on the draft acuity before submission. [Date must be between 2/1/2009 and 4/9/2009]

Successful!

[AAI Form \(.pdf\)](#)

Once an acuity is submitted it will show up in the history table. This person has a current and one past AAI score in the system.

Done

Trusted sites 100%

Printing an Acuity

AAI Assessment Details - Windows Internet Explorer

https://test.nr.state.oh.us/apps/Extranet/IDS/AAI/AAI_Details.aspx

File Edit View Favorites Tools Help

Log AAI - Assessment Details

THE OHIO DEPARTMENT OF MENTAL RETARDATION AND DEVELOPMENTAL DISABILITIES

Individual Data System (IDS)

Welcome AAI TEST - Cuyahoga County Group

Search

Test, First A (6598541) (CVCVCEVY) SSN: 9876 Med: 73457 Dob: 1/1/1941

SUPPORT | APPS LIST | LOGOUT

Acuity Selection: **Workarea** - lastupdate: 3/10/2009 9:48:14 AM

Print this acuity: [Print]

Acuity Information

Basic Information

Acuity Assessment Instr. (AAI)

Description

View Edit Acuity

Submit Acuity

Cancel Initial Acuity

County Acuity Report

Regular Acuity

Acuity Information

Acuity Information Schedule

A. Task B. Communication C. Mobility D. Clothing E. Bathroom F. Eating G. Integration H. Supervision I. Medication

Interview Date: 12/10/2008

Effective Date: 2/1/2009

SSA Name: First Last
My SSA

Interviewer: AAI TEST
 If different enter the interview

Primary Informant: First Last
Family Friend

Relationship to individual: Ad

Reset Page Save Changes

You can print an acuity that is in the system by going to the "View/Edit Acuity" page and selecting the appropriate acuity in the drop-down box before hitting the print button.

Administrative Review

The system will allow people with appropriate security access to submit Administrative Review Requests directly into the online application. This is done using the "Admin. Review Request" button. You can also see all past requests made in the system, along with their status, by using the "Admin. Review History" button.

THE OHIO DEPARTMENT OF MENTAL RETARDATION AND DEVELOPMENTAL DISABILITIES
Individual Data System (IDS)

Welcome AAI TEST - Cuyahoga County Group

Least First A (659854) (Cuyahoga) SSN: 9979 Mod: 73187 DnB: 10/...
Support | Apps List | Logout

Basic Information
Acuity Assessment Instn: (AAI)

EE Date	End Date	Rate	Flag	Last Update	By
2/1/2009	Open	B	S	05/10/2009 09:49:26.743	AAI TEST
1/1/2009	1/31/2009	B	S	05/10/2009 09:49:26.730	AAI TEST

Admin. Review Request Admin. Review History

Submit Draft Acuity

Score draft acuity before submission If this is not correct, please change effective date on the draft acuity before submission. [Date must be between 2/1/2009 and 1/9/2009]

AAI Form (pdf)

4, 100%

Administrative Review Request

THE OHIO DEPARTMENT OF MENTAL RETARDATION AND DEVELOPMENTAL DISABILITIES Individual Data System (IDS)

Welcome AAI TEST - Cuyahoga County Group Support | Apps List | Logout

Basic Information

Acuity Submission History

Admin. Review Request

Admin Review History

-Select the AAI span in which the request should be entered.

-- Then you will be able to enter the AAI Group, Request Dates, Waiver Span Dates, and a reason for the increased level of need.

Test, First A (6598541) (Cuyahoga SSN: 9876 Med: 721457 Dob: 1/1/1941)

County: CUYA
OAMD/DD Number: 6598541
Enrollee Name: Test A, Test

Please check the ratio to be overridden

chk	Ratio	EH Date	End Date	Flag
<input type="radio"/>	B	2/1/2009	Open	Submitted
<input type="radio"/>	B	1/1/2009	1/31/2009	Submitted

Requested AAI Group: [dropdown menu]

Dates for Requested Group: [dropdown menu] to [dropdown menu]
Current Waiver Span: [dropdown menu] to [dropdown menu]

Reason for New Group Assignment and Budget Limitation (max 2500 char):

- The instructions for the AAI override form have been followed.
- Responsibility for providing the local waiver matching funds to serve this individual in the new staff intensity group requested is the obligation of the requesting County Board of MR/DD.
- The individual guardian, service provider(s) listed and the county board of MR/DD agree with the need to assign the new staff intensity group requested.
- The county board superintendent or designee has authorized the assignment of the new staff intensity ratio resulting from the group assignment requested.

Administrative Review Request

Basic Information

Acuity Assessment Instr. (AAI)

Description:

View Edit Acuity:

Submit Acuity:

Cancel Initial Acuity:

Upon hitting the submission button,

you will see the attestation statement in the red box.

Once you hit ok the request is entered and can be viewed in the "Admin. Review History" area.

The system emails AAI support that the request was submitted.

Acuity Submission History

Admin. Review Request

Admin Review History

County: CUYA
 ONDRDD Number: 6598541
 Enrollee Name: First A Liest

Please check the ratio to be overridden

chk	Ratio	EFF Date	End Date	Flag
<input checked="" type="radio"/>	B	2/1/2009	Open	Submitted
<input type="radio"/>	B	1/1/2009	1/31/2009	Submitted

Requested AAI Group: C

Dates for Requested Group: 2/1/2009 to 1/31/2010 (From 2/1/2009 to open [leave end date blank])

Current Waiver Span:

Reason for New Group Assignment
 Consider Supervision

- The instructions for the AAI
- Responsibility for providing a staff intensity group request
- The individual guardian, service provider(s) listed and the county board of mt dd agree with the need to assign the new staff intensity group requested
- The county board superintendent or designee has authorized the assignment of the new staff intensity ratio resulting from the group assignment requested

ONDRDD will notify the county board COG via E-mail of its determination within 10 calendar days following receipt of a completed request. At that time, the department in writing shall provide the individual of his/her due process rights and responsibilities as set for in section 5101.35 of the Ohio Revised Code

Windows Internet Explorer

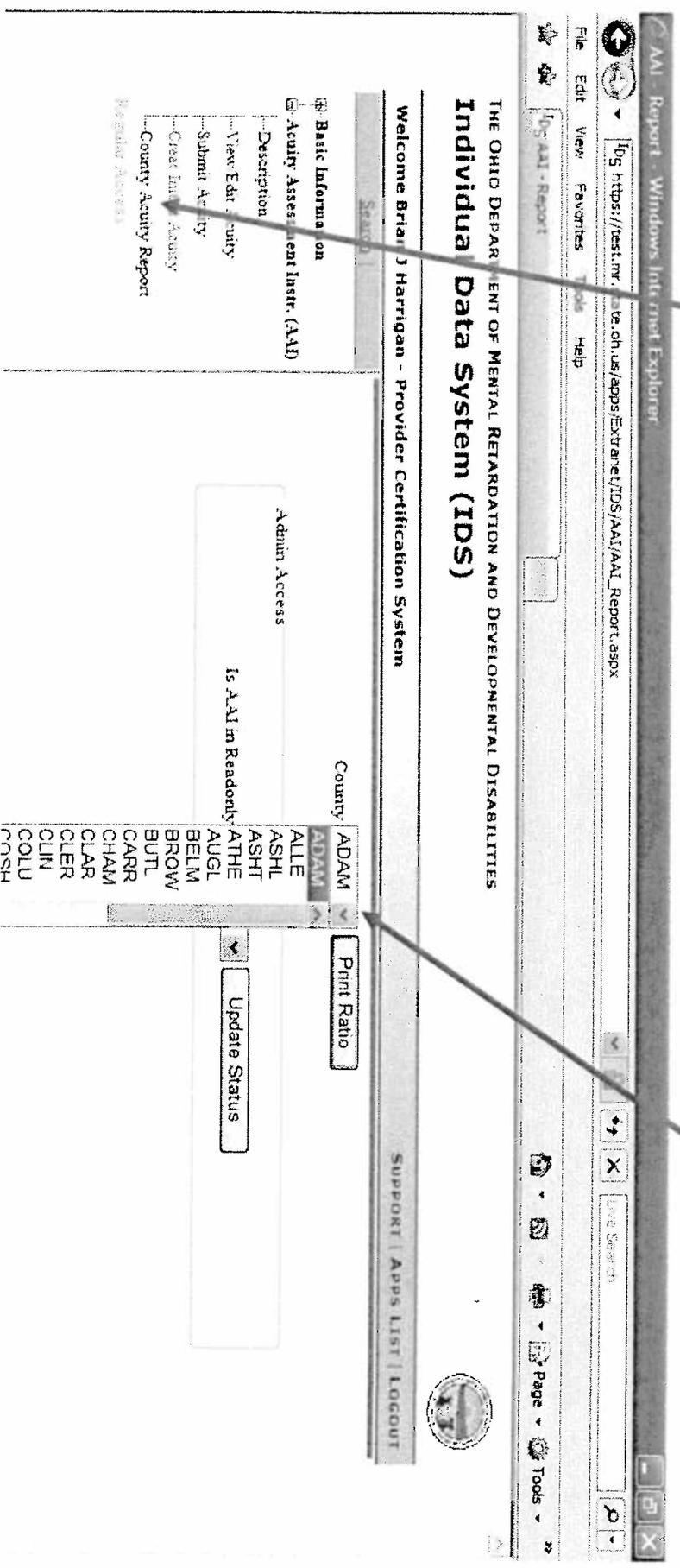
ATTENTION:

I, AAI TEST attest that I understand the ramifications of making this override. I also attest that the information contained in this override request is based on the facts as they are known to me.

Acuity Report

Selecting "County Acuity Report" will allow you access to the report page.

The county drop-down will be limited based on your security affidavit clearance.



Report Format

The Report Format allows you to export and save the report in Excel or in Acrobat

The report will list all individuals in the DRA from your county by name and ODMRDD number, along with all of the AAI spans, starting with the most recent at the top and the oldest at the bottom.

