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# *imagine*IS Phase Descriptions

July 07, 2015

DODD

# Contents

What is Phasing

Discovery

Outcomes

Planning

Service Summary

Questions

# Contents

## What is Phasing

Discovery

Outcomes

Planning

Service Summary

Questions

# What is Phasing

Phasing - the action of dividing a large task or process into several stages. A major goal for the **imaginelS** application is transparency of the DODD process that the individual goes through.

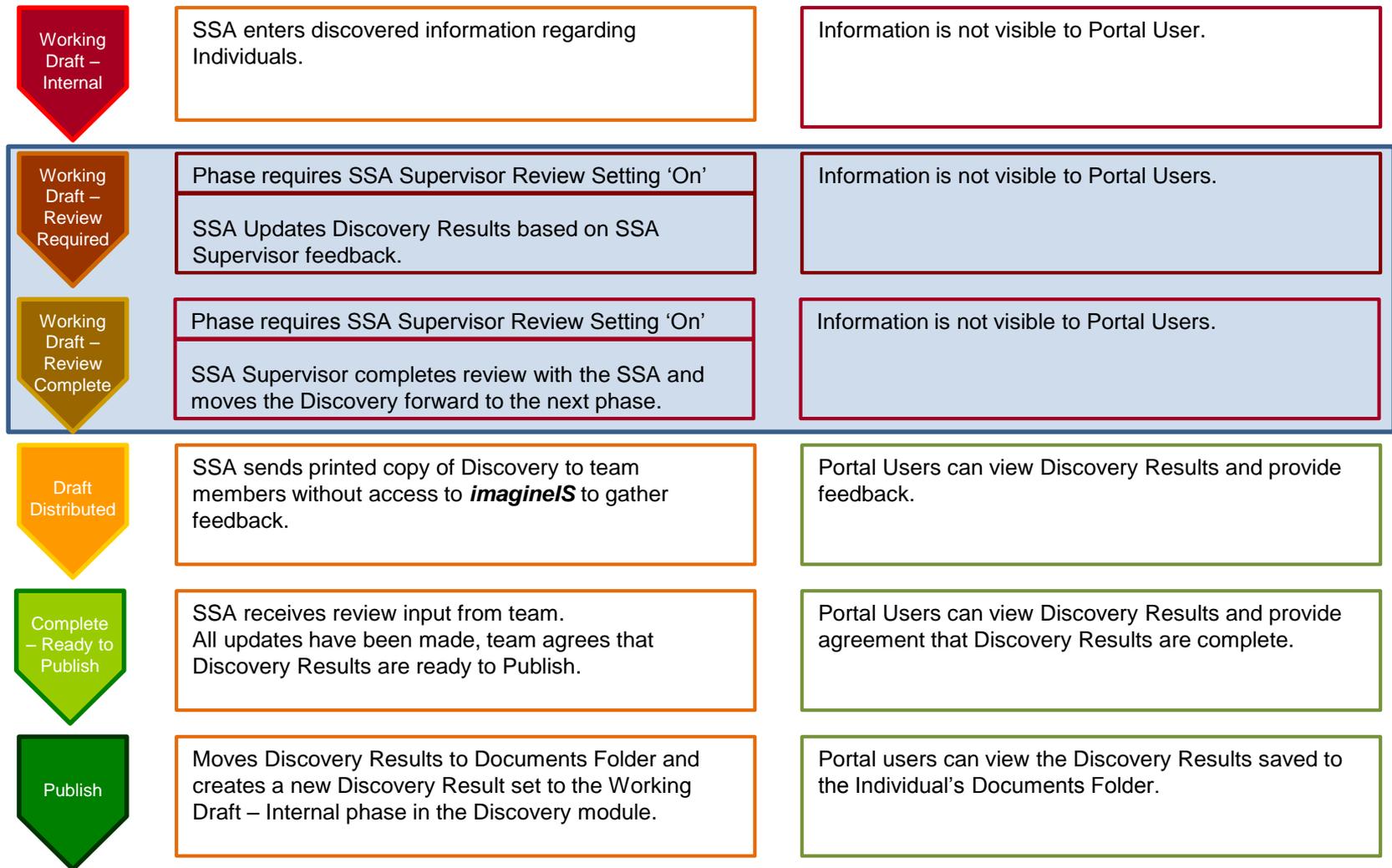
Phasing was put into place to provide steps of collaboration and transparency for the individual and their team.

There are 4 different sections within **imaginelS** that have phasing:

- Discovery Management
- Outcomes
- Planning (Individual Service Plan – ISP)
- Service Summary

Each of these sections have their own implementation of the phasing that relate to the section.

# Discovery – Supervisor Review



# Discovery – Non Supervisor Review

Working  
Draft –  
Internal

SSA enters discovered information regarding Individuals.

Information is not visible to Portal User.

Draft  
Distributed

SSA sends printed copy of Discovery to team members without access to *imagineIS* to gather feedback.

Portal Users can view Discovery Results and provide feedback.

Complete  
– Ready to  
Publish

SSA receives review input from team. All updates have been made, team agrees that Discovery Results are ready to Publish.

Portal Users can view Discovery Results and provide agreement that Discovery Results are complete.

Publish

Moves Discovery Results to Documents Folder and creates a new Discovery Result set to the Working Draft – Internal phase in the Discovery module.

Portal users can view the Discovery Results saved to the Individual's Documents Folder.

# Contents

What is Phasing

Discovery

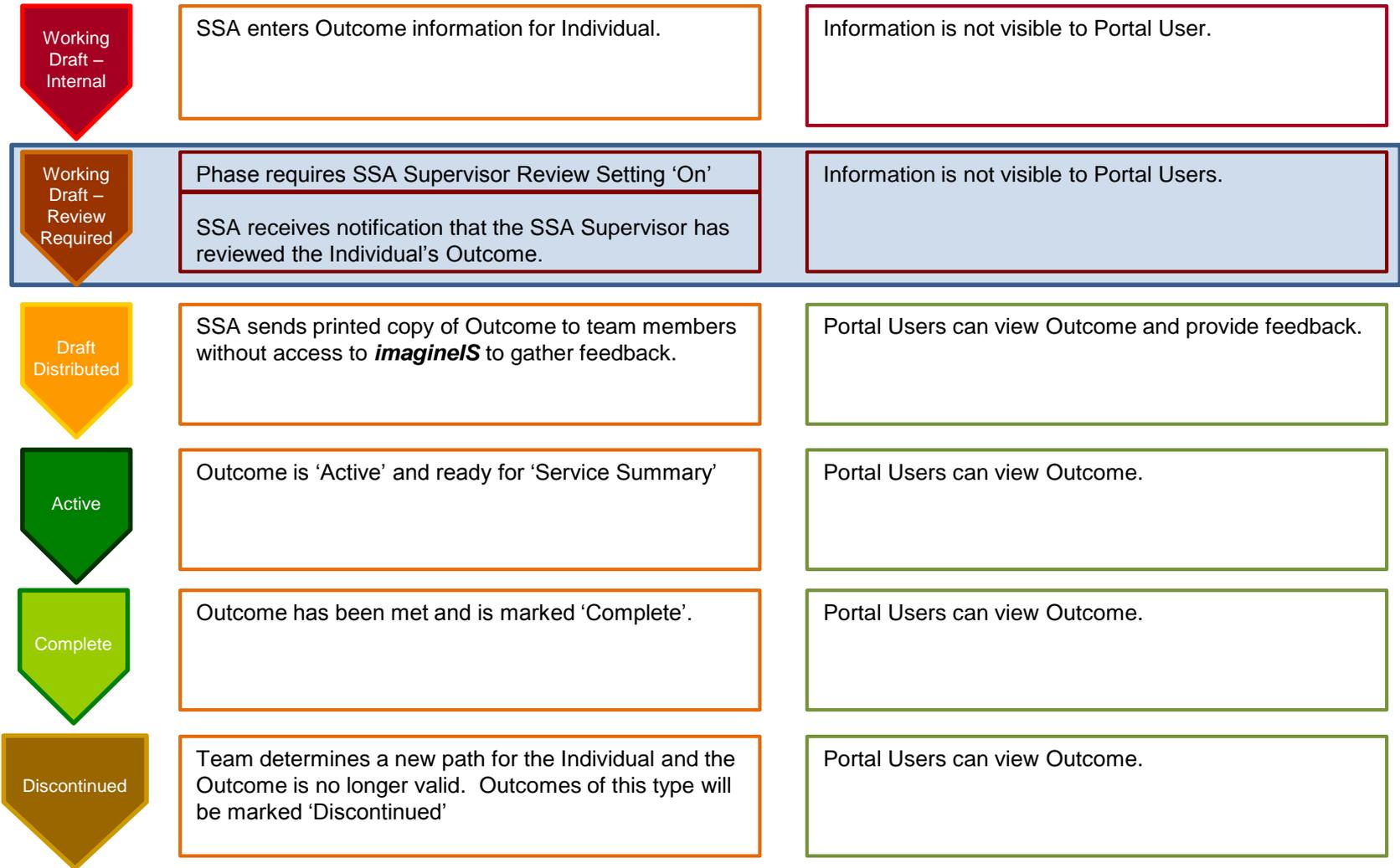
Outcomes

Planning

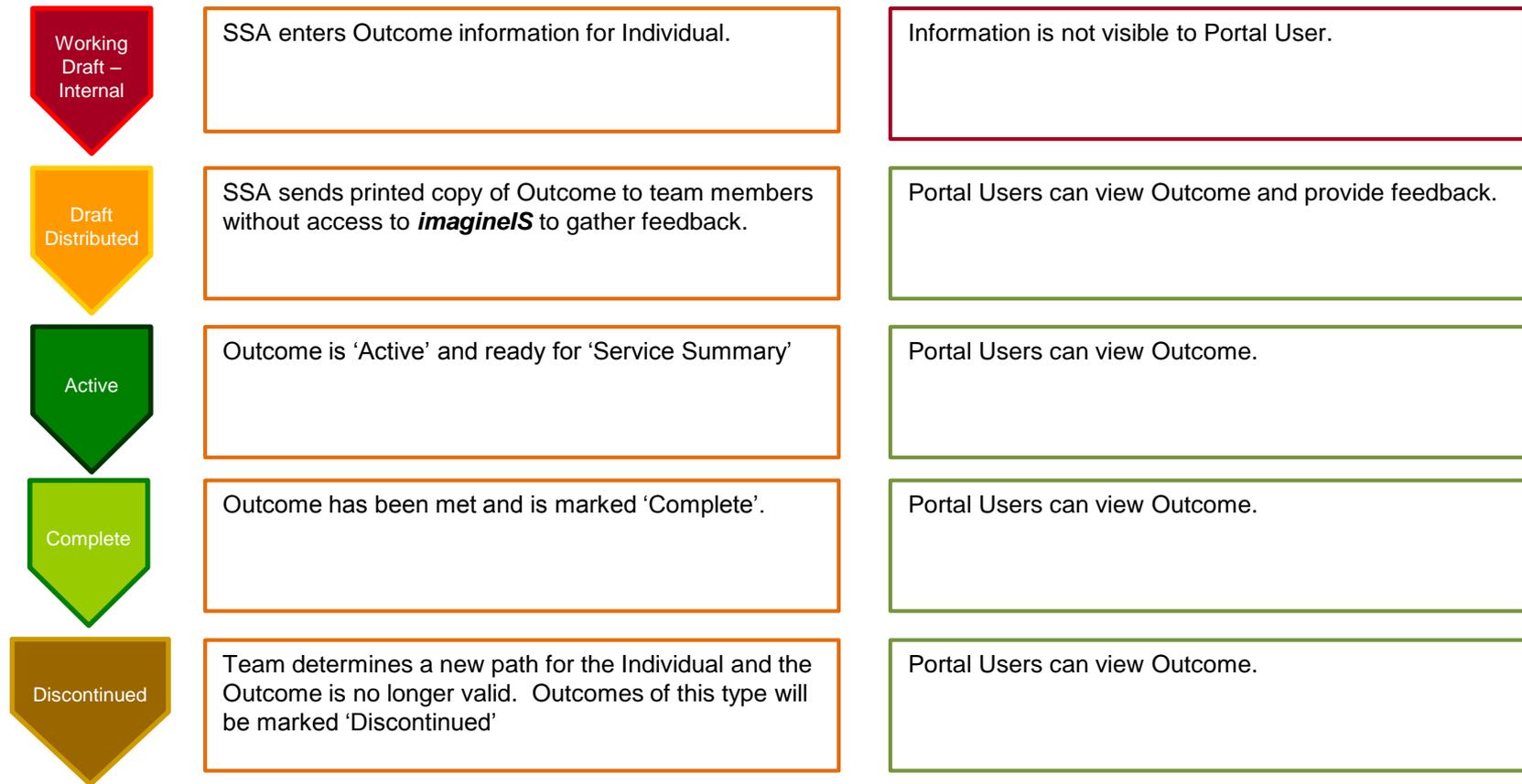
Service Summary

Questions

# Outcomes – Supervisor Review



# Outcomes – Non Supervisor Review



# Contents

Discovery

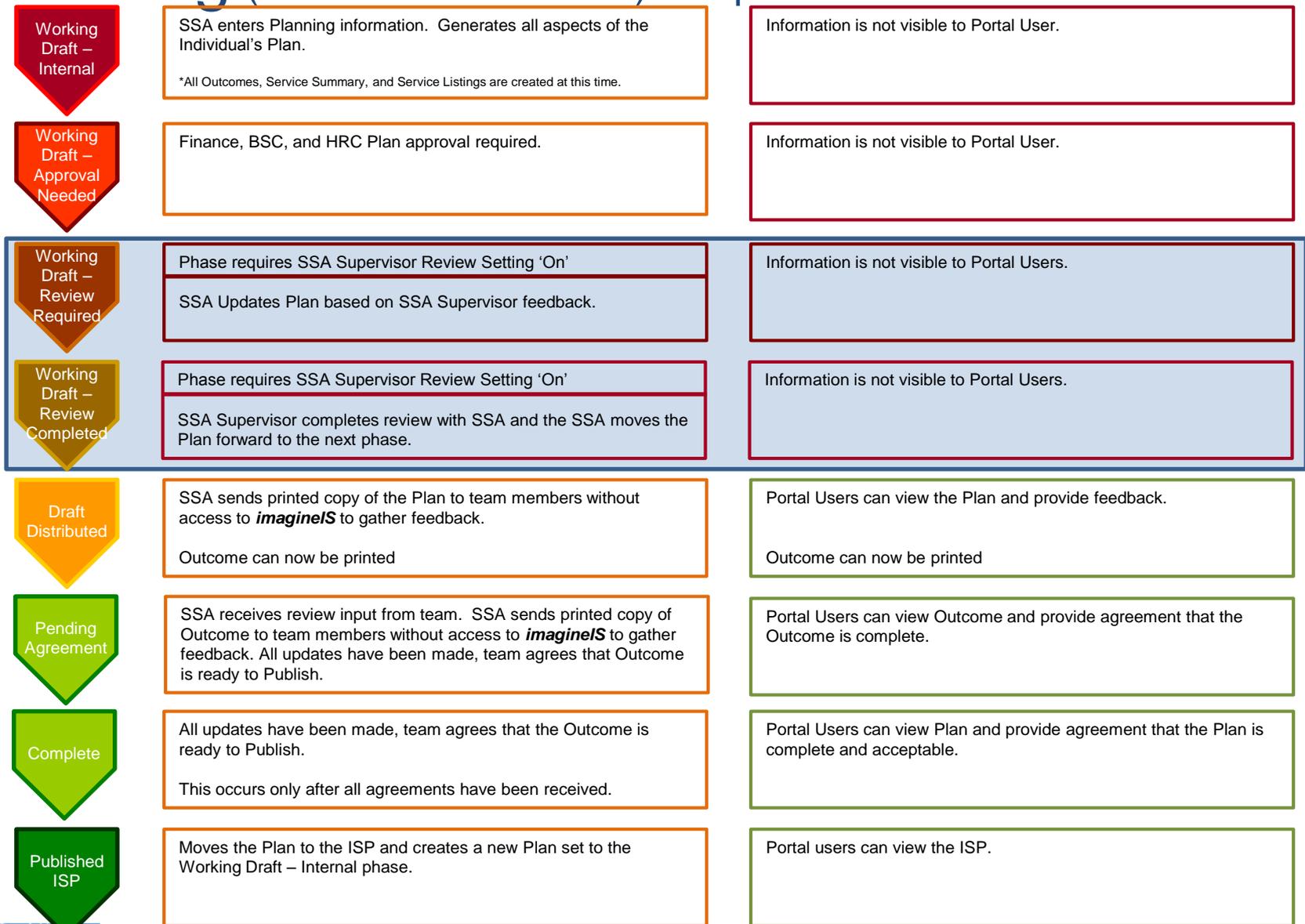
Outcomes

Planning

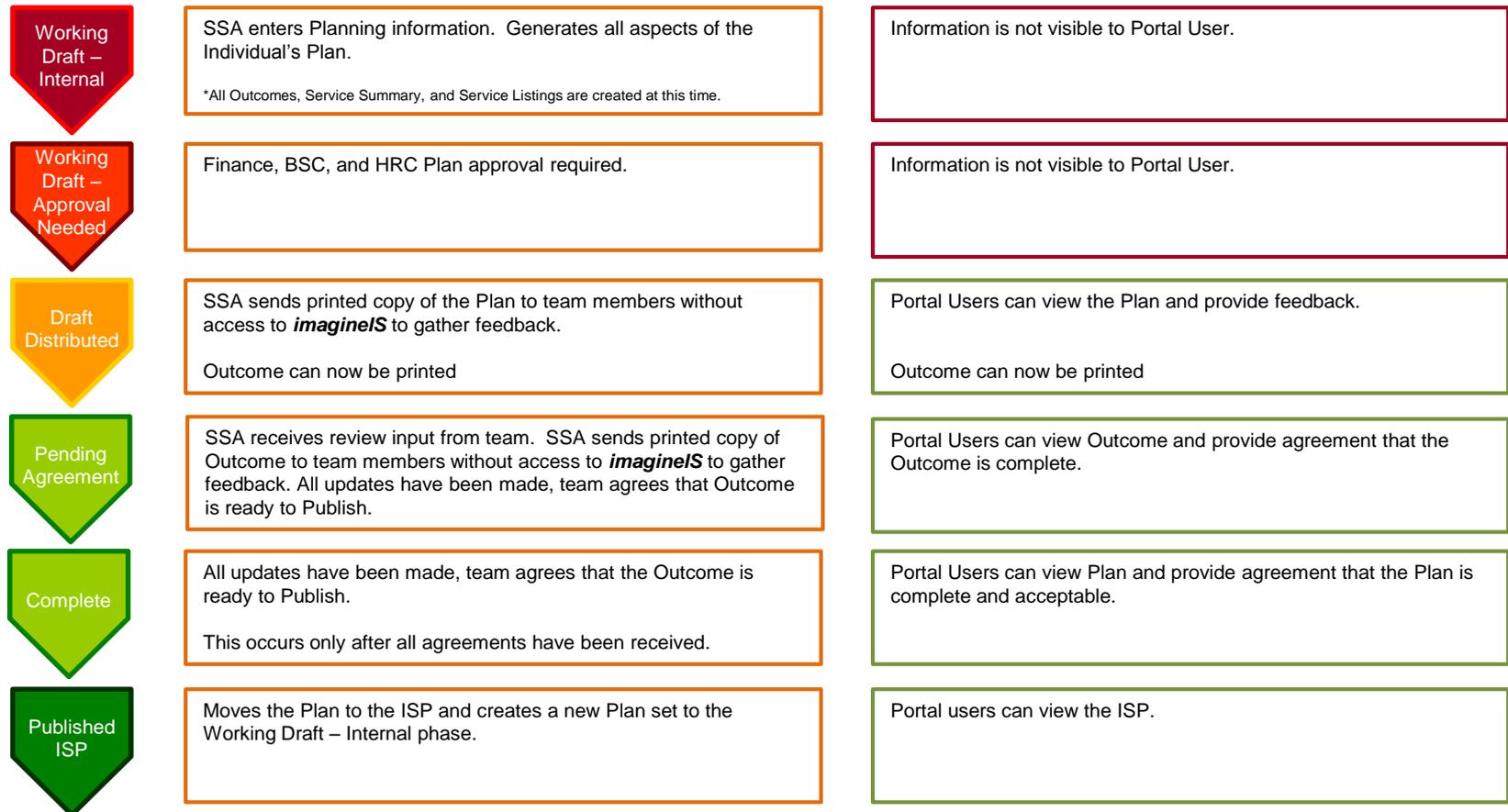
Service Summary

Questions

# Planning (Individual Service Plan) – Supervisor Review



# Planning (Individual Service Plan) – Non Supervisor Review



# Contents

What is Phasing

Discovery

Outcomes

Planning

Service Summary

Questions

# Service Summary



SSA enters information regarding Individuals Service Summary. Counties not yet using RM must create at a minimum; 1) Assign BSS, 2) Assign FM, 3) Enter Start Date, 4) Enter End Date, 5) Enter Local funding source

Information is not visible to Portal User.



SSA receives review input from team. SSA sends printed copy to those not using *imaginelS* online. All updates have been made, team agrees to the Service Summary.

Portal Users can view Service Summary and provide feedback.



Service Summary is now active.

\*Service Summary must be 'Active' to print on the ISP.

Portal users can view active Service Summary.

# Contents

What is Phasing

Discovery

Outcomes

Planning

Service Summary

Questions

# Questions ??