



HCSIS-The Home and Community Services Information System

HCSIS is a secure web-based information system that supports the functions of Supports Coordination and program oversight on behalf of individuals registered with the Office of Developmental Programs (ODP) and the county office of Mental Health and Intellectual and Developmental Disabilities (MH/IDD).

The functions of HCSIS include:

- Services and Supports Directory (SSD)
- Individual Supports Plans (ISP)
- Incident Management (IM/EIM)
- Supports Coordinator Monitoring
- Prioritization of Urgency of Need for Services (PUNS) (See Tip Sheet for PUNS)
- Supports Coordinator Service Notes
- Program Eligibility
- Service Definitions

Individuals and families may use HCSIS to explore available services and providers in their area. This information is found in the SSD. Information on services is found in the Service Definition link.

Contracted Service Providers have “read only” access in HCSIS to ISPs for the individuals they serve. They have the capability to record incidents. Providers maintain and update information in the SSD regarding their agency services.

Supports Coordinators have access to all information for the individuals they serve. Supports Coordinators use HCSIS to enter, update, and maintain information for ISP’s, Service Notes, Monitoring Visits and PUNS.

County Administrative Entity (AE) staff and Regional and State ODP staff use HCSIS to manage programs and oversee quality. Information from HCSIS is used for administrative oversight, risk management and quality assurance.

Confidentiality of individual information is maintained throughout HCSIS in accordance with the Health Insurance Portability and Accountability Act (HIPAA).

HCSIS is accessed at www.hcsis.state.pa.us

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