

Communication of TIENET Updates for SchoolsPlus

We are pleased to announce there are several upcoming changes to TIENET for SchoolsPlus (SP). Key changes include: (1) a combined Referral and Intake form, and (2) Workflow functionality to guide the referral and consent process.

(1) TIENET's Referral and Intake form have been combined to create a simplified flow of information from point of access to decision-making, in a way that helps align the goals, purpose, and information at each stage of the process.

A key change is the retirement of the *Baseline, Monitoring and Closing Form*. In the past, prescribed baseline questions were asked to provide a snapshot of the student's existing status in respect to school-based indicators (attendance, academics, etc.). This has been replaced by a simple question asking the referral source to note "reasons for referral". A few guiding questions serve as a prompt and an open text box is used for the referral source to communicate reasons for the referral.

It has always been a practice for the referring source to connect with the student and/or family to see if a SchoolsPlus referral would be helpful. A prompt has been placed at the very beginning of the referral form indicating this is a mandatory requirement before a referral can be created, and "Yes" must be selected prior to the form loading.

The form prompts the referral source to share any known community-based or school-based services involved, and this completes the process for the referring source.

The referral then moves to the INTAKE component, to be completed by the SP Facilitator. This part of the form is now mandatory based on an assessment of the student/family's identified needs/goals. These goals form part of the review at the end of SP involvement, asking the facilitator to reflect on progress. The SP Facilitator also gathers further detail on services involved at point of intake and continues to update throughout the course of the plan. Taken together, the families needs, and the more in-depth review of the service providers, or other educational services involved, help guide the Facilitator to a Decision 1-4, based on needs ranging from brief navigation to a comprehensive service plan. These Decision descriptions have been updated on the form, bringing further clarity to decision-making.

(2) Workflow functionality to guide the referral and consent process. TIENET's Workflow enables the user to work through a series of steps, have visual indicators, and deadlines for a student's workflow case, facilitating a case management system. The SP Referral and Consent form is the initial phase of Workflow, prompting the SP Facilitator to finalize the SP Referral and Consent form, upload the Signature page, and renew consent on the 1-year anniversary date.

All SchoolsPlus staff will be offered one of five virtual training sessions held daily during the last week of August (Aug 26-30). For any staff who cannot attend one of these training sessions, a recording will be made available which will be translated into French.