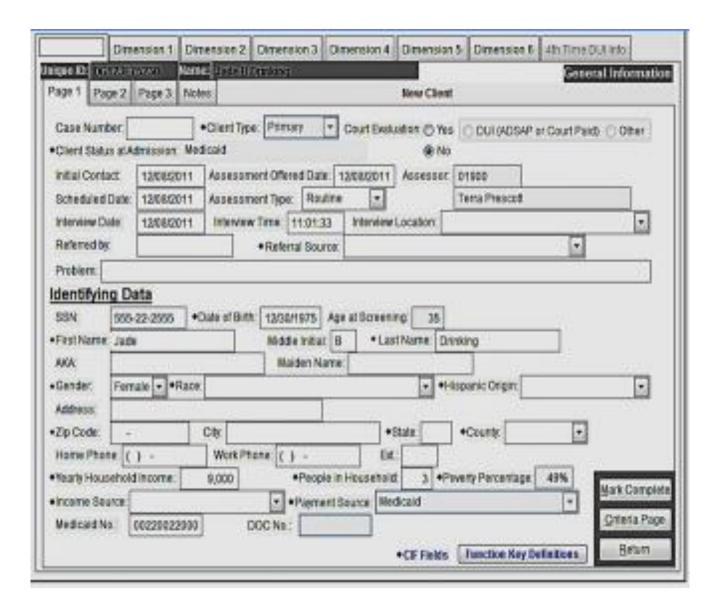# KSURS

KANSAS SUBSTANCE USE REPORTING SOLUTION

Kansas Client Placement Criteria

Fall 2018 – KDADS ends KCPC support and transmission of client data.

Continued use of KCPC is at provider's own risk. The ongoing maintenance and storage of records located on local systems is at the discretion of the individual provider and should be maintained per state and federal regulations.

Replacing KCPC...

Phase 1

- Winter 2018 to present
- Priority focus resuming minimum federal data collection requirements of current data and collecting GAP data since termination of KCPC
- KSURS – Kansas Substance Use Reporting Solution

Phase 2

- Continued collection of federal data requirements through KSURS
- Further exploration of modernizing Kansas' Substance Use Disorder information system

KCPC vs. KSURS

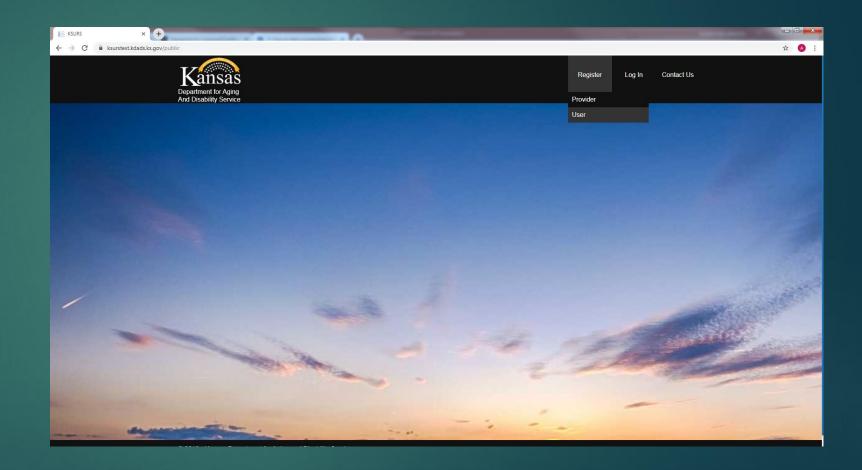|	
▶ Data entered on local systems and Citrixed to KDADS	▶ Web-based application hosted by KDADS that supports manual entry or bulk load submission
▶ Collected data for several purposes, including evaluation, service authorization and treatment	▶ Only collects TEDS and NOMS for federal data requirements
▶ Information entered at evaluation	▶ Information entered at start of treatment episode

Provider Registration

https://ksurs.kdads.ks.gov

KDADS recommends Chrome or Firefox web browsers.

All Providers must register - regardless if they manually enter treatment data or submit a bulk electronic file.

- **Each licensed location must register as a provider.**

- **Provider Admin is chosen by the agency.**

- **The Admin will manage each provider's individual users.**

- **Once provider registration is submitted, KDADS licensing staff will verify the information and approve the registration.**

User registration

Once a provider is approved, individual users can submit requests for approval.
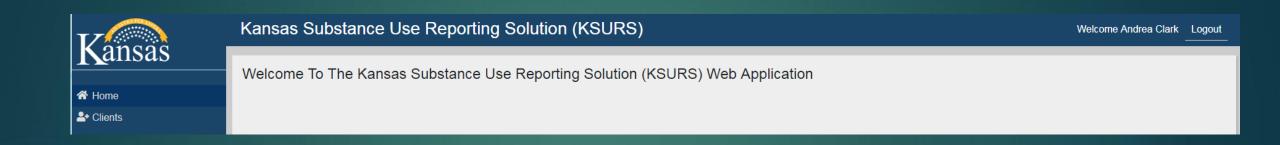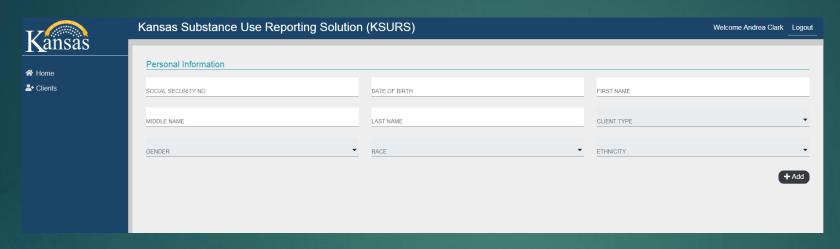
User Log-in

❑ **Use the temporary password sent by email the first time you log in and create new password when prompted.**

❑ **Users will log in with registered email, password and by selecting their provider and licensed location from the drop-down menu.**

❑ **Provider Admins and Users may register under multiple licenses, but will only be able to access client data from the licensed location they logged in to.**
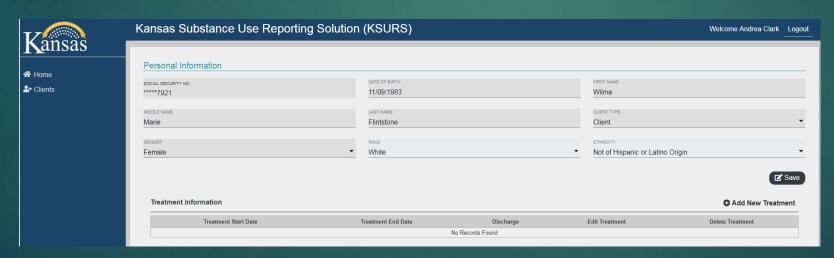
LOGIN

EMAIL ID

PASSWORD

PROVIDER NAME/LICENSE NO ▼

☐ Remember me

Forgot Password?   Sign In

Manual Data Entry Option

Creating a new client record

Admission information

Search

CLIENT ID	**FIRST NAME**	**LAST NAME**	**DATE OF BIRTH**	Apply	Clear

Client List

Client Id	First Name	Last Name	Date Of Birth	Edit Client	Delete Client
FE11WA832097792	Wilma	Flintstone	11/09/1983	✏	🗑
BY10BS571167684	BUGS	BUNNY	10/16/1957	✏	🗑
FE02FD691282333	FRED	FLINTSTONE	02/28/1969	✏	🗑
FE12JM851072333	JIM	FLINTSTONE	12/07/1985	✏	🗑
SF08JN651260000	JOHN	SMURF	08/26/1965	✏	🗑

Search

CLIENT ID	**FIRST NAME**	**LAST NAME**	**DATE OF BIRTH**	Apply	Clear

Client List

Client Id	First Name	Last Name	Date Of Birth	Edit Client	Delete Client
FE11WA832097792	Wilma	Flintstone	11/09/1983	✏	🗑

Treatment Information   ⊕ Add New Treatment

Treatment Start Date	Treatment End Date	Discharge	Edit Treatment	Delete Treatment
08/15/2019		↪	✏	🗑

Discharge information

Bulk Load Process

Extract

- Providers will have to work with their software vendor or internal health information technology department to pull required data elements out of their Electronic Health Record.

- The data elements can be found in the document "SUD TEDS DATA SPECIFICATIONS" on the KSURS page of the KDADS website***.

***https://kdads.ks.gov/provider-home/providers/ksurs

Format

- Extracted data elements should then be formatted as described in the document "SUD TEDS FILE SPECIFICATIONS" found on the KSURS page of the KDADS website***.

Validate

- Request access to submit files by emailing the employee name and email address completing the submission to KDADS.TEDS@ks.gov.

- Once the file has been formatted, submit to site provided.

- Once received, KDADS will validate the file. Confirmation will be sent the file is valid or the file will be returned to the provider if there are errors.

- Providers will need to fix errors and then resubmit the whole file.

- Files must be submitted at least monthly.

GAP DATA

Providers will be required to submit GAP data for clients who began or ended treatment since providers last KCPC transmission.

GAP data can be submitted through manual entry or in an electronic bulk load file.

KDADS is currently working with SAMHSA to determine timelines for collection.

Timeline/Upcoming Events

September 13, 10:30 AM & September 16, 2:00 PM – KSURS Kick-Off call

To be announced– Providers can begin manual entry at https://www.ksurs.kdads.ks.gov

October – Providers can begin to submit bulk files for validation

Future webinars/technical assistance calls to be announced as needed

Questions?

KDADS.TEDS@ks.gov

https://www.kdads.ks.gov/provider-home/providers/ksurs