

From: John L Glen
To: PRISM Data Committee
Date: 6/23/2006 7:46:13 AM
Subject: PRISM – Suspense Correction Application – Use beginning July 1

Hi Everyone!

This message is to PRISM partner staff which currently submits agency data to PRISM.

During the Shared Information System (SIS) years (mid-to-late 1990's), the process to identify and analyze the cause of transaction suspensions by the partner agency staff was awkward. Recognizing a need to help the partner agency staff identify and correct suspended records, during the development phase of PRISM, Employment Dept. IT staff developed a tool allowing the partner to view and correct suspended records. This tool, the PRISM Suspense Correction Application, was developed to allow the partner agency staff to analyze the causes of transaction suspension and provide a process for their correction. Available to agency staff with access to PRISM data, this tool has not been fully utilized by partner agency staff. Previously, the primary use of the subsystem by the partners has been to add new field offices to the database.

A feature of the application allows the partners to correct records that get suspended. Records get suspended for two basic reasons. These occur because there are one or more syntax errors in the transactions. Things like invalid birth dates or zip codes are examples of syntax errors. Second, records containing no syntax errors can be rejected because of consistency errors between the incoming transaction and information that is already in the database. Duplicate records, overlapping episodes, updates to non-existent records, etc. are examples of consistency errors.

Beginning July 1, 2006, we are asking partner agency staffs to utilize the PRISM Suspense Correction Application to correct records placed in suspension. After July 1, the process of reloading and testing data will still be available to the partners with major changes or upgrades to the agency's data collection system. We are treating this as a test. The PRISM staff believes the use of the Suspense Correction Application by the partners will be more efficient over time. After the partners have had sufficient time to use the Correction Application, PRISM staff will review this process. If this process of correcting records is burdensome, we will seek other options.

In order to assist the partner with the transition of using the Suspense Correction Application, a couple of resources are available. The desk manual on the PRISM web site, www.oregon.gov/PRISM/TechnicalInfo.shtml, provides a step-by-step approach to viewing and editing suspended transaction records. Becky Rogers, 503-947-1626, rebecca.b.rogers@state.or.us, is available to answer your questions and assist the partner staff with the use of the Suspense Correction Application.

Please contact me if you have questions.

Best wishes for a wonderful weekend!

John
503-947-1234