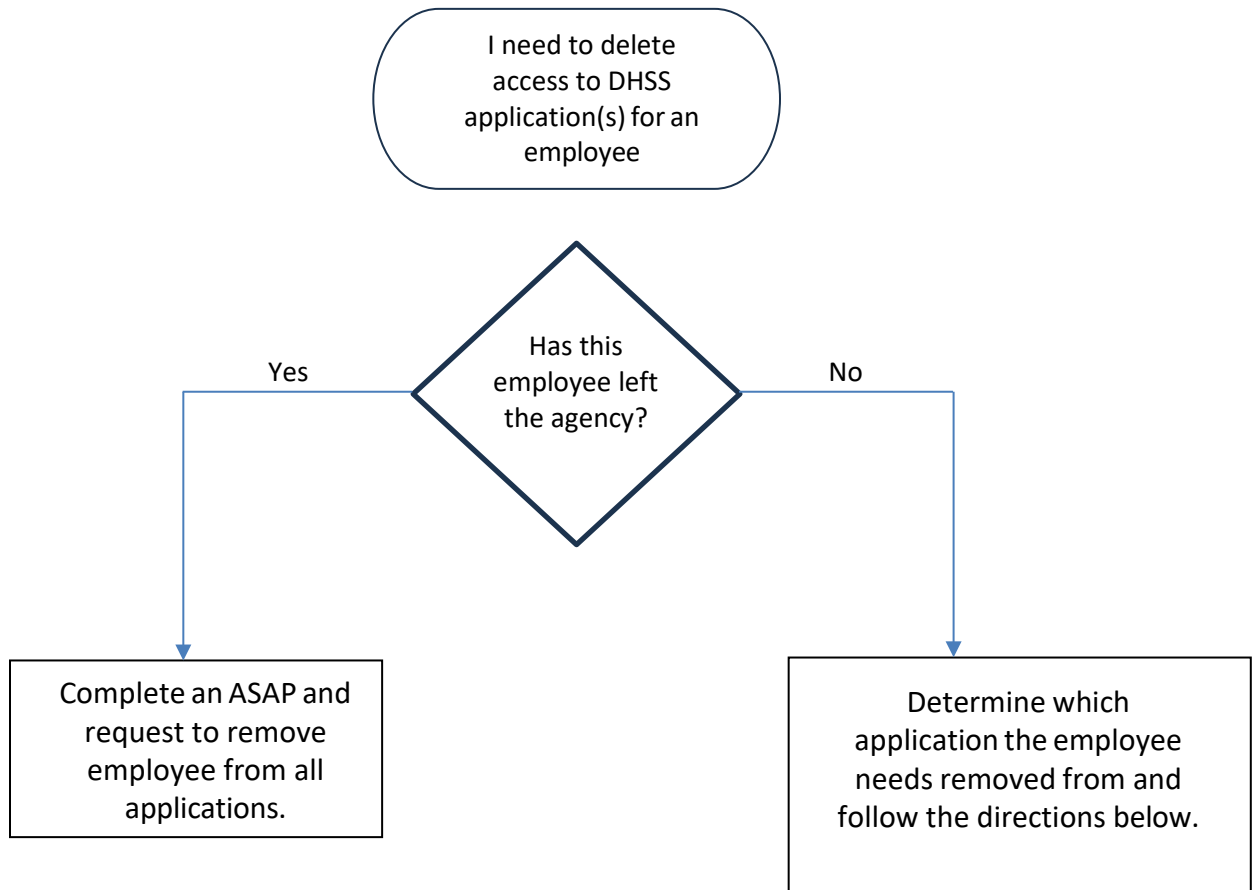


DHSS and DSS Access Available to LPHA's

How to delete user access to DHSS Applications



Complete an ASAP request:

- ESSENCE (Electronic Surveillance System for the Early Notification of Community-based Epidemics)
- LPHA Email Account
- MOWINS Spirit MOHSAIC Common Data Entry
- MOWINS Spirit
- Newborn Screening (Bloodspot, Hearing, & Hemoglobin)
- SERVICE COORDINATION
- SMHW (Show Me Healthy Women)
- ShowMe WorldCare
- Vital Records
- WIC Reports
- X Sentinel

Reach out to programs:

- EDL (Employee Disqualification List) – EDL@health.mo.gov
- Family Care Safety Registry (FCSR-BSEES) – FCSR@health.mo.gov
- Newborn Screening Laboratory Access Portal – MSPHLInformatics@health.mo.gov
- ShowMeVax/vfc- smvsupport@health.mo.gov
- OPENELIS Laboratory results web portal - MSPHLInformatics@health.mo.gov
- Web Grants - WicOperations@health.mo.gov

DHSS and DSS Access Available to LPHA's

Important Links:

[Automated Security Access Processing \(ASAP\)](#)

[LPHA Info Hub](#)

[Missouri Department of Health and Senior Services Website](#)

SmartSheets (CORE Invoice Submission)

<https://app.smartsheet.com/b/form/e671a8304f444c78b892a40b3b1bba6d>

Items to be completed through the ASAP System

ESSENCE (Electronic Surveillance System for the Early Notification of Community-based Epidemics)

<https://health.mo.gov/data-dashboards-tools/essence>

Electronic Surveillance System for the Early Notification of Community-based Epidemics (ESSENCE) software is a system that inputs electronic emergency department (ED) data for the purpose of syndromic surveillance.

*Area Type:	HEALTH APPLICATIONS
*Health Area Type:	ESSENCE
*Request Type:	ADD ACCESS
	Ctrl+click to choose more than one role
*Role:	DHSS OR LPHA() HOSPITALS()
* Other Role/Report Type:	NONE
* Comments and/or reason for requesting access:	
* Effective Date [MM/DD/YYYY]:	
Do you enter Data for Additional Agencies?	☐ YES ☒ NO

DHSS and DSS Access Available to LPHA's

LPHA Email Account

<https://health.mo.gov/prevention/local-public-health-agencies>

Email will be employees firstname.lastname@lpha.mo.gov

*Area Type:	COMPUTER AND NETWORK REQUEST ▼
*Network Area Type:	LPHA REQUEST ▼
*Request Type:	ADD ACCESS ▼
*Effective Date:	
*Action Type:	LPHA_EMAIL

Newborn Screening (Bloodspot, Hearing, & Hemoglobin)

<https://health.mo.gov/families/healthy-families/missouri-newborn-screening>

Newborn screening refers to screenings performed on newborns shortly after birth to protect them from the serious effects of disorders that otherwise may not be detected for several days, months, or even years. Missouri law requires all babies born in the state to be screened for over 70 different disorders. While most of these disorders are screened by collecting a small amount of blood from the newborn's heel, there are also two point of care screenings included in Missouri's Newborn Screening Program.

These include newborn hearing screening and critical congenital heart disease screening. The goal of the Newborn Screening Program is to prevent serious health problems through early screening.

*Area Type:	HEALTH APPLICATIONS ▼	Select which app from the drop-down list NEWBORN BLOODSPOT SCREENING NEWBORN HEARING SCREENING NEWBORN HEMOGLOBIN SCREENING
*Health Area Type:	NEWBORN HEARING SCREENING	
*9 Digit S.S.N (Without Dashes) :		
*Request Type:	ADD ACCESS ▼	
Ctrl+click to choose more than one role		
*Role:	-- Choose Role Type -- ACCESS REVIEWER (ACCESS REVIEWER) ANALYST DEVELOPER (ANALYST DEVELOPER) AUDIOLOGIST (AUDIOLOGIST) AUDIOLOGIST QTE (AUDIOLOGIST QTE) CASE MANAGER HEARING (CASE MANAGER HEARING)	
*Other Role/Report Type:	NONE ▼	
*Comments and/or reason for requesting access:		
*Effective Date [MM/DD/YYYY]:		
Do you enter Data for Additional Agencies?	☐ YES ☒ NO	

DHSS and DSS Access Available to LPHA's

SERVICE COORDINATION

<https://health.mo.gov/senior-disability-services/special-health-care-needs>

Special Health Care Needs provides statewide health care support services, including service coordination, for children and adults with disabilities or chronic illness. State and federal funding support Special Health Care Needs services.

* Denotes

Required Fields

* Area Type: HEALTH APPLICATIONS

* Health Area Type: SERVICE COORDINATION.

* 9 Digit S.S.N:

* Request Type: ADD ACCESS

* Role: Ctrl+click to choose more than one role

REPORT DEVELOPER (ROD ONLY)
SC ADMIN (WEB)
SC APPLICATION WIDE INQUIRY ONLY (ROLE ALLOWS READ ONLY TO ENTIRE SERVICE COORDINATION)
SC CENTRAL OFFICE ADMINISTRATOR (UPDATE TO ENTIRE APPLICATION)
SC CLAIMS ADMIN (WEB)
SC CLAIMS USER (WEB)
SC LOOKUP ADMIN (SC LOOKUP ADMINISTRATOR)

Show Me Healthy Women (SMHW)

<https://health.mo.gov/conditions-and-diseases/chronic-diseases/show-me-healthy-women>

Show Me Healthy Women (SMHW) offers free breast and cervical cancer screenings for Missouri women who meet age, income and insurance guidelines.

* Denotes

Required Fields

* Area Type: HEALTH APPLICATIONS

* Health Area Type: SHOW ME HEALTHY WOMEN

* 9 Digit S.S.N:

* Request Type: ADD ACCESS

* Role: Ctrl+click to choose more than one role

SMHWFUNDSANDWARRANTSADMINISTRATOR (MAINTAIN FUNDS, CREATE AND CLOSE FUNDS)
SMHWMDEADMINISTRATOR (SUBMIT FORMS, REVIEW PAY STATUS OF FORMS)
SMHWMEDICAIDELIGIBILITYPROCESSOR (PROCESS FORMS (MEDICAID ELIGIBILITY PERSPECTIVE), SUBMIT FORMS)
SMHWMEDICALPROCESSOR (PROCESS FORMS (MEDICAL PERSPECTIVE), SUBMIT FORMS)
SMHWPROVIDER (****FOR USE BY SMHW PROVIDERS****)
SMHWPROVIDERADMINISTRATOR (MAINTAIN PROVIDER INFO, SUBMIT FORMS, REVIEW FORMS)

* Other Role/Report Type: -- Choose Other Role/Report Type --

DHSS and DSS Access Available to LPHA's

ShowMe WorldCare

<https://health.mo.gov/data-dashboards-tools/showme-worldcare>

ShowMe WorldCare is a comprehensive reportable conditions system that can receive electronic reports from laboratories, health care providers, and other data submitters. Public health staff review incoming data and take appropriate action to reduce further spread and lessen the impact of these conditions. ShowMe WorldCare allows these staff to review for potential clusters or outbreaks and provide any necessary case management services to affected individuals.

Contact: SMWC HelpDesk

Email: SMWCHelpDesk@health.mo.gov

Submit a ticket for assistance: https://moexperience.qualtrics.com/jfe/form/SV_737JeAAftM2q1M

*Area Type:	HEALTH APPLICATIONS	SHOWME WORLD CARE: DATA WAREHOUSE
*Health Area Type:	SHOWME WORLD CARE: ENVIRONMENTAL CONDITIONS	SHOWME WORLD CARE: ENVIRONMENTAL CONDITIONS
*Request Type:	ADD ACCESS	SHOWME WORLD CARE: GENERAL COMMUNICABLE DISEASE CONDITIONS
*Role:	Please choose one role -- Choose Role Type -- BASIC ROLE() DHSS ADVANCED USER(Must receive training from BDML b DHSS BASIC ROLE + STAGING() DHSS LEAD RISK ASSESSOR(The only condition available DHSS PROGRAM MANAGER()	SHOWME WORLD CARE: HIV/STD/HEPATITIS B-C CONDITIONS
*Other Role/Report Type:	DEFAULT	SHOWME WORLD CARE: SYSTEM ADMINISTRATION
*Investigator	-- Choose Investigator --	
*Conditions (Select all that apply):	-- Choose Conditions -- LEAD ENVIRONMENTAL (NON-LEAD)	
*Comments and/or reason for requesting access:		
*Effective Date [MM/DD/YYYY]:		
Add Jurisdiction:	-- Add a Jurisdiction --	
Do you enter regional data for the listed jurisdiction?	☐ YES ☒ NO	

DHSS and DSS Access Available to LPHA's

Spirit

<https://health.mo.gov/families/women-infants-children-wic>

The Missouri WIC program provides supplemental food, health care referrals, nutrition education and breastfeeding promotion and support to eligible pregnant, breastfeeding and postpartum women, infants and children up to age five. Fathers, grandparents, guardians and foster parents may also apply for benefits for the children living in their household.

Contact: WIC Help Desk

Phone: 800-554-2544

Email: WICHelpDesk@health.mo.gov

Before submitting a request for access, please complete the required security training. Training needs to be completed yearly. WIC data security training <https://info.mo.gov/dhss/training/wic/training/data-security/index.html>

* Area Type:	HEALTH APPLICATIONS
* Health Area Type:	SPIRIT
* Request Type:	ADD ACCESS
	Ctrl+click to choose more than one role
	STATE SYSADMIN (STATE SYSADMIN)
	STATE-FINANCE MANAGEMENT (STATE-F
	STATE-NUTRITION (STATE-NUTRITION)
	STATE-VENDOR MANAGEMENT (STATE-V
	STATE-VENDOR-OTHER (STATE-VENDOR
	STATE-VIEW (STATE-VIEW)
* Role:	
* Other Role/Report Type:	DEFAULT
* Comments and/or reason for requesting access:	
* Effective Date [MM/DD/YYYY]:	
Do you enter Data for Additional Agencies?	☐ YES ☒ NO

Spirit MOHSAIC Common Data Entry

Medicaid Information

* Denotes Required Fields

* Area Type:	HEALTH APPLICATIONS
* Health Area Type:	SPIRIT MOHSAIC COMMON DATA ENTRY
* 9 Digit S.S.N:	*
* Request Type:	ADD ACCESS
* Role:	Ctrl+click to choose more than one role
	-- Choose Role Type --
	SPIRIT MOHSAIC COMMON DATA ENTRY (SPIRIT MOHSAIC COMMON DATA ENTRY)
* Other Role/Report Type:	DEFAULT
* Comments and/or reason for requesting access:	

DHSS and DSS Access Available to LPHA's

Vital Records

<https://health.mo.gov/vital-records-registries/vital-records>

Print Birth and Death Certificates

Step 1 – Submit a registrar form to the Bureau of Vital Records

Forms found at: <https://health.mo.gov/vital-records-registries/vital-records/applications-and-forms>

For Professional Use

Deputy Local Registrar Acceptance Form or Local Registrar Acceptance Form

Send completed original form to:

Department of Health and Senior Services

Bureau of Vital Records

930 Wildwood Drive, PO Box 570

Jefferson City, MO 65109

Phone: 573.751.6080

Email: Stacy.Kempker@health.mo.gov

Program Security Officers (PSOs): Stacy.Kempker@health.mo.gov & Cody.Davis@health.mo.gov

Step 2 – Submit an ASAP request for Vital Records security group

H##\$P020 - contains the birth and death certificate screens

H##\$P030 - If employee needs to change printers because they move from one location to another often please select both security groups.

The H##\$P030 will give them access to change printers and have the VU30 screen.

*Area Type:	MAINFRAME(DDP-137) ▼
*9 Digit S.S.N (Without Dashes) :	*
*DDP-137 Area Type:	VITAL RECORDS - LPHA ▼
* Request Type:	ADD ACCESS ▼
* Action Type:	ADD SECURITY GROUPS ▼
Press hold Ctrl+ mouse down key to make multiple selections H##\$P020 has been selected automatically. If you process vital records for multiple agencies please select H##\$P030 also -- Choose Groups-- ▲ H##\$P020 H##\$P030	
* Action Groups:	
* Effective Date MM/DD/YYYY	
Do you want to make another request to a different Mainframe area	
☐ Yes ☒ No	

DHSS and DSS Access Available to LPHA's

WIC Reports

View Reports in Bi Portal

*Area Type:	HEALTH APPLICATIONS
*Health Area Type:	WIC REPORTS
*Request Type:	ADD ACCESS
	Ctrl+click to choose more than one role
	-- Choose Role Type --
	WIC REPORTS - LOCAL AGENCY()
	WIC REPORTS - STATE AND DISTRICT()
*Role:	
* Other Role/Report Type:	NONE
* Comments and/or reason for requesting access:	
* Effective Date [MM/DD/YYYY]:	
Do you enter Data for Additional Agencies?	☐ YES ☒ NO

X Sentinel

<https://health.mo.gov/conditions-diseases/communicable-diseases>

Email: Jessica.Pearson@health.mo.gov & Patrick.Franklin@health.mo.gov

*Area Type:	HEALTH APPLICATIONS
*Health Area Type:	X SENTINEL
*Request Type:	ADD ACCESS
	Ctrl+click to choose more
	-- Choose Role Type --
	ADMINISTRATOR()
	CLERICAL()
	INVESTIGATOR()
*Role:	
* Other Role/Report Type:	NONE
* Comments and/or reason for requesting access:	
* Effective Date [MM/DD/YYYY]:	
Do you enter Data for Additional Agencies?	☐ YES ☒ NO

DHSS and DSS Access Available to LPHA's

Items NOT completed through ASAP, see directions below.

Employee Disqualification List (EDL)

<https://health.mo.gov/business-professionals/employee-disqualification-list-edl>

The Employee Disqualification List (EDL) maintained by the Department of Health and Senior Services is a listing of individuals who have been determined to have:

- A. abused or neglected a resident, patient, client, or consumer;
- B. misappropriated funds or property belonging to a resident, patient, client, or consumer; or
- C. falsified documentation verifying delivery of services to an in-home services client or consumer.

Contact Email: EDL@health.mo.gov

Family Care Safety Registry (FCSR-BSEES)

<https://health.mo.gov/providers/family-care-safety-registry>

Missouri's Family Care Safety Registry (FCSR) was established by law to promote family and community safety. The registry helps to protect children, seniors, and people with disabilities by providing background information. Families and employers can call the registry's toll-free line to request background information on registered child care, elder care, and personal care workers or to request licensure status information on licensed child care and elder care providers. This service is intended to provide information to help families and employers make informed decisions when hiring employees to work with children, the elderly, and people with disabilities.

Contact: FCSR HelpDesk

Phone: 866.422.6872

Email: FCSR@health.mo.gov

****FCSR-BSEES program security officer handles the DHSS ASAP request**

DHSS and DSS Access Available to LPHA's

NEWBORN SCREENING LABORATORY REPORT ACCESS PORTAL

<https://health.mo.gov/state-public-health-laboratory/state-public-health-laboratory/test-result-reports>

Missouri State Public Health Laboratory's Newborn Screening (NBS) Access Portal where you can retrieve your patient's NBS laboratory results. Please visit our NBS Laboratory website for information regarding rules for NBS collection, ordering collection cards, disorders screened and information pertaining to each screening disorder category.

Contact: State Public Health Lab

Phone: 573.522.9560

Email: MSPHInformatics@health.mo.gov

ShowMeVax

<https://health.mo.gov/schools-childcare/school-health/school-immunizations>

ShowMeVax is a secure and confidential data system designed to meet the national standards for effective tracking and timely administration of immunizations in a public health setting. It is a web-based database that maintains complete, accurate, and secure immunizations records for Missouri residents. The immunization information is available to authorized users, such as health care providers, childcare facilities, and schools who work together to inhibit vaccine-preventable diseases.

Contact: VFC/SMV Helpdesk

Phone: 866.256.3166

Email: vfc-smvsupport@health.mo.gov

Web Grants

<https://webgrants.health.mo.gov/index.do>

Email: WicOperations@health.mo.gov