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# N-FOCUS Interim Release

## Combined All Divisions

### July 13, 2025

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An Interim Release of the N-FOCUS System is being implemented 7-13-2025. This document provides information explaining new functionality, enhancements and problem resolutions made effective with this release. This document is divided into four main sections and addresses all of the Divisions, MLTC, EA, CFS and DD.

**General Interest and Mainframe Topics:** All N-FOCUS users should read this section.

**ACCESSNebraska:** N-FOCUS workers responsible for case activity received through ACCESSNebraska web portal should read this section.

**Home and Community Based Services:** NFOCUS workers who work directly with DD Programs and those who work with the related Medicaid cases should read this section.

**Note:** This section will only appear when there are tips, enhancements or fixes specific to Developmental Disabilities Programs.

**Expert System:** All N-FOCUS workers with responsibilities for case entry for AABD, ADC, SNAP, LIHEAP, Medicaid, etc. should read this section.

**Note:** When new functionality is added to N-FOCUS that crosses multiple topics (i.e., General Interest and Mainframe, Alerts, Correspondence, Expert System etc.) the functionality will be described in one primary location. This location will usually be the General Interest and Mainframe section or the Expert System section. Alerts Work Tasks and Correspondence that are part of the new functionality may be documented in both the primary location that describes the entire process in addition to being in the Alerts, Work Tasks and Correspondence sections.

Interfaces, Document Imaging and N-FOCUS Tips sections will be added as appropriate for the release.

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## General Interest and Mainframe

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### CFS – Common Referral Spellcheck Issue (Fix)

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There was an issue where Common Referral Narratives for Questions 3, 4 and 5 were not saved after performing a spellcheck. This has been resolved.

### CFS – Document Imaging Categories (New, Change)

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The Protection & Safety Document Imaging index category of *Therapeutic Family Care* has been renamed to *Clinical Coordination*. All previously indexed documents under *Therapeutic Family Care* will be renamed to *Clinical Coordination*. *Therapeutic Family Care* will no longer be an available category after this release.

In addition to the renaming of this category, new Sub-Categories have been added under the *Clinical Coordination* category. They are as follows:

- CCT Coordination
- Clinical Staffing
- CST Review/Assessment
- Closure
- Dually Enrolled Assessment
- Enrollment/Screening
- MCO Client Summary
- TFC Coordination/Assessment
- Narrative Modifications

### CFS – CFS/APS Narrative Subject and Items (New)

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A new Subject titled *Clinical Coordination* has been added under the CFS/APS Narrative. This new Subject has new Items, which allow for multi-selecting.

The new Items are as follows:

- Agency Checkpoint
- CFSS Checkpoint
- Clinical Staffing
- Closure
- Enrollment/Screening
- Exception/Override
- LOA Checkpoint
- Periodic Review
- Probation Checkpoint
- Staff Initiated

- TFC Care Coordination
- TFC Crisis Provider

## MLTC – Manually Created Medicaid Renewal Forms – (Change)

The system will no longer default the “Return Form By Date” on manually generated Medicaid renewal forms to the fifth of the renewal month and year. Going forward, the default date will be set to 30 calendar days from the date the form is created.

This change applies to all Medicaid renewal form types, including:

- MAGI Renewal Form
- Non-MAGI Renewal Form
- Former Foster Care Renewal Form
- Combined MAGI/Non-MAGI Renewal Form

Workers may still manually update the “Return Form By Date” if necessary.

N-FOCUS - Renewal Form - COMBINED

File Help

ADD

Sent To:

Name	Role
LONDON JAMES	Program Case Name

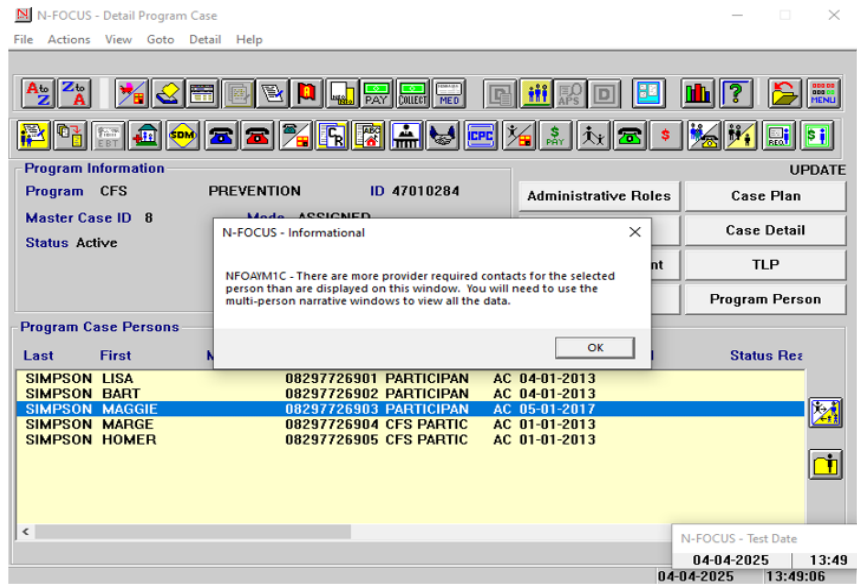
Language: ENGLISH Renewal Date: 06-30-2025

Return Form by Date: 07-25-2025

06-25-2025 10:32:09

## CFS – CFS Person Summary Window Error Message (Change)

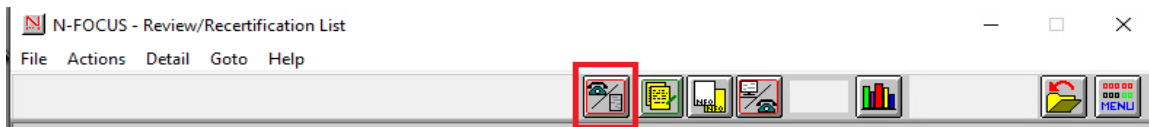
The person detail on the N-FOCUS CFS Person Summary window will now give the user a more user-friendly message telling them that there are more required contacts for the selected person than are displayed on the window in a new informational pop-up window as shown at the top of the next page.




## ACCESSNebraska

### MLTC – Medicaid/Healthcare Phone Renewal Application Upgrade (Change)

As part of security systems maintenance and ensuring compatibility with the latest technology, the MLTC Phone Renewal (Medicaid/Healthcare Phone Renewal Application) has been changed. The application has been upgraded to the latest software versions which results in a new appearance and layout. However, there have been no changes to its original structure.



MLTC Phone Renewal

NEBRASKA.GOV


**Medicaid Renewal**

NEBRASKA  
Good Life. Great Mission.  
DEPT. OF HEALTH AND HUMAN SERVICES

### Client Information

First Name [REDACTED]	Middle Name [REDACTED]	Last Name [REDACTED]	Extension <div>&lt;&lt; select &gt;&gt;</div>
Date of Birth [REDACTED]	Social Security Number [REDACTED]	Sex <input type="radio"/> Male <input checked="" type="radio"/> Female	
Marital Status <div>&lt;&lt; select &gt;&gt;</div>	Marital Status Date <div> <div> <div></div> <div></div> <div></div> </div> </div>		

**Physical Address**

Address Line 1  

Please fill in this field.

Address Line 2

Address Line 3

City  

Please fill in this field.

State  

<< select >>

Please fill in this field.

Zip Code  

99999

-

9999

Please fill in this field.

## Expert System

### EA - AABD program manual references for Expert System Notices (Change)

Various manual references have been updated for AABD program notices as directed by the AABD policy team.