Accela | Ohio Department of Health

AOHC Presentation

September 14, 2023

The Accela Civic Solution for Environmental Health…

- Modernizes the application submission, plan review, inspection, and permit issuance processes

- Is a cloud-based solution hosted by Accela that digitizes and automates work-flow functions for employees, facility owners and mobile workers

- Eliminates manual steps, reduces paper handling, decreases the chances for human error and minimizes routine manual tasks

- Provides improved internal productivity, enhanced service delivery, and better protection for citizens

Accela

Goals and Objectives

- Allow citizens to apply for licenses and permits online

- Standardize data collected by ODH and Local Health Districts

- Provide insight for developing training at local and state levels

- Encourage best practices between ODH and Local Health Districts to better serve, protect, and improve the health of citizens

- Streamline and automate office functions, thus saving staff time

- Eliminate paper

Accela

The Accela Solution

The Accela Solution

There are three components to the solution.

- Environmental Health Civic Application

- Accela Citizen Access

- Accela Mobile

Accela

Project Scope

Project Scope

- Record Types – Offers 96 record types

- Active integrations with DAS/ODH GIS, Innovate Ohio Project, and CBOSS Payment Processing

- Interfaces with MS Office Suite and Adobe Acrobat

- Reports included with the Civic Solution can be branded to include agency logos and headers

- Ad hoc reporting capabilities, including the ability to create ad hoc report templates for ongoing generation of the same report

- ODH and LHD user training

- Data Conversion and import from HealthSpace and Local Health Districts

Accela

Staff Involvement
and Timeline

Staff Involvement

Project Stage	Involvement
Define	Medium
Refine	High
Develop	High
Deploy	High

Change Orders

- **Change Order 1**

  Amended Milestones to reflect Accela development process

- **Change Order 2 / Amendment 2 (No Cost)**

  a) Acceptance of Out-of-Scope Custom Records

  b) Revised Training Methodology

- **Change Order 3 / Amendment 3**

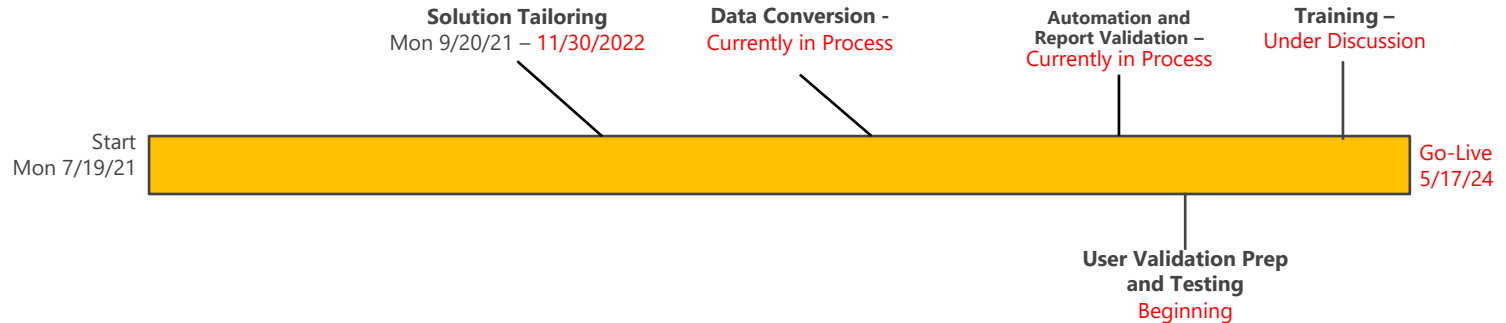 a) Acceptance of Custom Automation

  b) Additional User Testing

- **Change Order 4 / Amendment 5**

  a) Acceptance of Custom Reports

  b) Extension of Go-Live Dates

- **Amendment 6 (No Cost)**

  CARS Invoicing alternate solution

Accela

Proposed Re- Baseline Timeline of ODH (Phase 1) Project

Solution Tailoring
Mon 9/20/21 – 11/30/2022

Data Conversion -
Currently in Process

**Automation and
Report Validation –**
Currently in Process

Training –
Under Discussion

Start
Mon 7/19/21

Go-Live
5/17/24

**User Validation Prep
and Testing**
Beginning

Accela

Next Steps

Next Steps for ODH Solution

- Complete GIS integration

- Verify and cleanse migrated data

- Build Standard and Custom reports

- Prepare testing scripts

- Identify and train ODH staff to serve as ongoing project techs

- Plan user testing and identify participants

- Set up Local Health Districts in Accela

- Plan Go-Live phases and participants

Questions