November 18, 2022

DIRECTIVE: JOB CORPS DATA CENTER NOTICE NO. 22-102

FROM: Job Corps Data Center

SUBJECT   New Mandatory Field in MCI's Laboratory Information System Portal

This is to inform all Job Corps centers' Health and Wellness departments that a programming change to MCI's Laboratory Information System (LIS) portal will take effect on Thursday, December 1, 2022. MCI's LIS is the HIPPA-compliant web-based portal where Job Corps centers order lab tests and retrieve lab results for new and existing students. It is an independent lab test data collection system totally separate from the Job Corps Data Center (JCDC). Currently, it does not collect Job Corps assigned Student ID numbers and, consequently, its testing data cannot easily and precisely link to JCDC's data. To support Job Corps' data accountability needs, MCI added a mandatory field to enter the Student Identification Number for all new and existing students in the LIS Requisition Entry tab. The new mandatory "Student ID" field takes effect on December 1, 2022. Center Health and Wellness staff must comply with this new LIS requirement by entering Job Corps assigned Student Identification Numbers on all lab orders. If the newly created "Student ID" field is blank or not completed accurately, the lab order will not be processed. Please see sample screenshots below.

Questions regarding this change should be directed to MCI's Customer Service Team at (888) 509-5227.

Mandatory Student ID Field

Error Message for incomplete Student ID Field

Requisition Entry

Results For Review	**Requisition Entry**	Results Inquiry	Daily Log	Patient Mainter

Cannot Save:
A Student ID is required and must be 7 characters exactly before saving patient data
Student ID field requires exactly 7 characters to be saved

Error message for incomplete Student Id. Must have seven (7) dights

Requisition Number:	DEMO10472 ▾ 🔍 ⊕ New Requisition
Client Number:	demo (Test Domo)
Requesting Physician:	Test, Test (test) ▾
Collection Date:	09/02/2022 ▦ Time: 11:53 AM Collector's Name:* demo collector (de
Patient Number:	12416 🔍 ⊕ New Patient
Name (Last, First, Middle):	test , test
Address:	1234
City, State, Zip:	dallas , Texas ▾ , 85236
Date of birth:	06/04/1977 Sex: Female ▾ Race: African American ▾
Student ID:	123456
	Order Type: Routine ▾
	Fasting: ▾ Clinical Information: