

Preparing for WITS Implementation

As you continue to prepare for WITS Implementation, the Help Desk staff wants to keep in contact with you to assure a smooth transition.

Over the next few weeks you should begin assessing availability of equipment in your office. As a reminder, don't forget to review the [WITS Implementation Toolkit](#) to get more information on this topic.

- Assess availability of equipment, such as computers and printers, for those needing to enter data. Determination of who will enter data should be made prior to completing the equipment analysis. Based on your workflows assess your equipment needs. You may need more computers and possibly printers, or you may need to relocate computers and printers so that they are accessible by staff who will be entering data into WITS.

STAFF POSITION AND NAME	HAS A/OR HAS ACCESS TO A COMPUTER	DOES NOT HAVE A /OR HAVE ACCESS TO A COMPUTER AND/OR PRINTER	NEEDS ACCESS TO A COMPUTER	NEEDS ACCESS TO A PRINTER	NEEDS OTHER EQUIPMENT	EQUIPMENT NEEDED	DOES NOT NEED ANY ADDITIONAL EQUIPMENT
CLINICAL STAFF							
OFFICE STAFF							
OFFICE MANAGER							
PHYSICIAN							

If you are completing the self-guided track to WITS implementation be sure to sign up and attend the monthly Q&A (next session is May 23rd) and the Readiness Trainings (next sessions are April 17th and May 2nd). You can sign up for these sessions directly from the training calendar located at www.WITS.dhw.idaho.gov.

Are you interested in getting more involved? We are looking for Providers to participate in Phase 3 of Early Implementation. Go to www.WITS.dhw.idaho.gov to sign up or call the WITS Help Desk at 332-7316.