

Current Caseload Frequently Asked Questions

We cannot open the report in Report Studio. We would like to add a calculation or delete a column.

The supporting data package is not available for ad hoc reporting and users cannot customize this report with Report Studio.

The report returns no information.

Review the header area to make sure you did not select conflicting values from the Office Name and Unit Number prompts. When running the report, after selecting an office name, make sure to click the button to the right of the prompt to refresh the list of Site Code/Unit Numbers.

One or more of our CCRS Foster Children in Care are missing from the report.

There must be a valid WMS Case ID in CONNECTIONS for the child.

There must be at least one open INT, INV, FSS, or FSI stage in CONNECTIONS for the child.

Also, remember that this data is refreshed weekly. If an assignment was made after the Data as of Date, that information will appear in the report the following week.

The Totals for Children Counts for the Unit, Office or in the Summary Report are higher than other OCFS Data Warehouse report counts.

The Totals for Children Counts and the Summary Report count a child each time he or she is associated with a worker in the detail report. For example, if a child is assigned to a Case Manager and a Case Worker in the same Unit or Office, that child will be counted twice in the Totals for Children Counts and the Summary Report.

What is "Child Load"? How is it calculated?

For Family Services Stages (Child Welfare Services and Child Case Records types only):

If a child is associated with a case worker, the child is counted in that case worker's case load. If the child is not associated with any case worker, the child is counted in the case load of the Case Planner (or Case Manager if there is no Case Planner).

For Child Protective Services Stages (Investigations only):

A child is counted in the caseload of the primary worker.

Can I run the Summary report for only my Unit?

The Unit prompt is not available in the Summary report, but you can review data for your Unit by running the Current Caseload Details by Worker report.