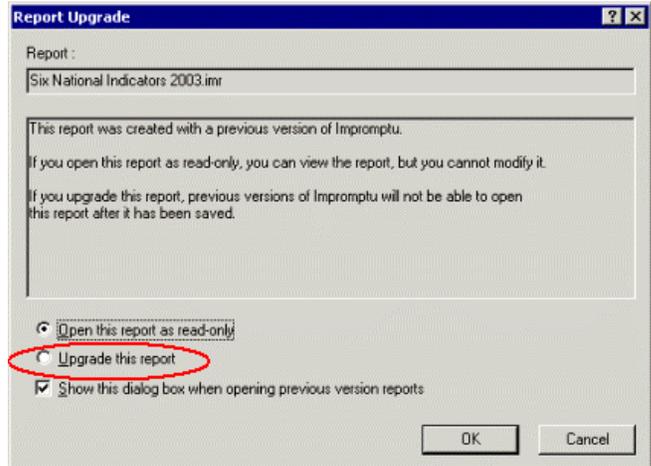


Important Information: Cognos Upgrade

The OCFS Data Warehouse Team is in the process of upgrading its software to Cognos v7. This change has been long overdue, and will help speed-up report processing time. The upgrade should be completed by the end of April 2005.

This upgrade will affect Data Warehouse users, who create their own Impromptu or PowerPlay reports and use reports from their T: Drive. Once the upgrade is complete and you open a Data Warehouse report from your T: Drive, a **"Report Upgrade"** dialog box will appear. You will select "Upgrade this report" and click OK. Most of your Impromptu and PowerPlay reports will translate into the new version of the software with the click of a button. However, reports that contain many complex calculations, drill-through features, or advanced formatting may require some manual assistance by the user to complete the Cognos upgrade.

In preparation for the upgrade, we strongly recommend that you create back-up copies of all Impromptu (*.imr) and PowerPlay (*.ppr) reports that are currently on your T: Drive. If you need help, contact Jennifer Gordon via Outlook or 518-473-0801.



The Data Warehouse Team will upgrade all of the pre-defined reports and Report Library reports, which are located in the shortcut folders on the Data Warehouse welcome screen, for you.

We will notify you when the Cognos upgrade has been completed and remind you how to use the "Report Upgrade" dialog box to upgrade your reports. Again, for most Data Warehouse users, it will be as simple as clicking a button. If you need assistance with the upgrade process, the Data Warehouse Team will be available to help.

Updated Training Schedule

The latest Data Warehouse training schedule has been released. Please follow the registration instructions below to sign-up for a class in your region:

Basic Training Sessions:

Albany	May 17, 2005
Syracuse	May 25, 2005
Buffalo	June 7, 2005
NYC	June 15, 2005

Advanced Training Sessions:

Syracuse	May 26-27, 2005
Buffalo	June 8-9, 2005
NYC	June 16-17, 2005
Albany	June 22-23, 2005

You must register in advance through your **STARS** contact person. If you don't have access to STARS, call the SUNY Training Strategies Group (toll free) at **877-451-4835**. [ACS workers should contact MIS User Support and Training at 212-676-8714.]

Once you have registered, you need to request a Data Warehouse password to use at the training. Your Director or your agency's Data Warehouse contact person should email **Joe Delucia** (via Outlook) with your full name and UserID to make the request on your behalf.

CONNECTIONS Intranet Site Has Moved

The CONNECTIONS Intranet website is now located at: <http://ocfs.state.nyenet/connect>

Featured Reports: Build 16 Series



We are pleased to announce several pre-defined Data Warehouse reports, which incorporate information that was added to the CONNECTIONS system during Build 16. These reports are all located in the **Abuse and Neglect** folder on the Data Warehouse welcome screen and are refreshed on a *monthly* basis.

- **Safety Assessment Trend:** Provides the number and percent of Safety Assessments that were approved on time and those that were approved late for each month and year.
- **Safety Assessments Overdue:** Provides a detailed list of Safety Assessments that were approved more than 7 days after the Intake Start Date for a particular month and year.
- **Risk Assessment Profile:** Shows the relationship between Risk Assessment ratings, report determinations, and the decision to open CPS cases for protective and/or preventive services.
- **Manager Reviews:** (for NYC only) Allows NYC CPS supervisors/managers to identify the degree of compliance with NYC regulations concerning supervisor and manager reviews.
- **First Contacts:** Allows CPS staff to identify how quickly first contacts are being made by staff within significant categories of contact persons during a particular month and year.
- **Total Contacts:** Allows CPS staff to identify the total number of contacts being made by staff within significant categories of contact persons during a particular month and year.

Changes to the Report Library

The Report Library folder is located on the Data Warehouse welcome screen and contains user-inspired reports. Please note the following changes to the Report Library:

Added to the Report Library:

- FAHD Training
- Children In Care by District, Agency Where Placed, and LOC
- ACS Reports Currently Overdue
- ACS Reports Overdue

Retired from the Report Library:

- Intakes and Determinations by District
- Intakes and Determinations

[Note: Use the two "Report Determinations" reports in the Report Library, instead.]

Reminder: New Investigation Closure Codes

If you have created an Impromptu report in the OCFS Data Warehouse that includes the Investigations Closure Codes in a filter or calculation, make sure your reports are up-to-date with the following new Build 18 Investigation Closure Codes:

New Codes for Indicated Reports:

- I01 Case open – CPS required
- I02 Case open – CPS not required
- I03 Closed – No services required
- I04 Closed – Services refused/Unable to take or continue legal action
- I05 Closed – Unable to contact/moved out of jurisdiction
- I06 Closed – No surviving children

New Codes for Unfounded Reports:

- U01 Case open – Services
- U02 Closed – No services required
- U03 Closed – Refused services
- U04 Closed – Unable to contact/moved out of jurisdiction

NYC & Yonkers Launch User Groups

Thanks to everyone in the NYC and Yonkers Regions, who joined us for their first Data Warehouse User Group meeting.

Keep an eye on your email for details about when the User Group will be coming to your area. Next stop... the Albany Region!

Contact Us

Send your questions or feedback to **Jennifer Gordon** at jennifer.gordon@dfa.state.ny.us