

# CONNECTIONS

## Build 15.4 Highlights

CONNECTIONS Build 15.4 includes enhancements and modifications to *Vacancy Control*, as well as enhancements that affect the *Case List* window and *Case Composition* window, in preparation for Build 18.

### Enhancements Implemented In Preparation for Build 18

#### Case List Window Enhancements

Enhancements have been made to the *Case List* window to support new functionality that will be implemented in Build 18. With the implementation of Build 15.4 *Intake* and *Investigation* stages will list **SVC** in the **Stage** column. SVC is used to describe services cases and include the following stages:

- Intake
- Investigation
- Family Services Intake (to be implemented with Build 18)
- Family Services Stage/ Child Case Record (to be implemented with Build 18)

All FAD stages will remain the same, listing FAD in the **Stage** column on the *Case List* window.

#### Case Composition Window Enhancements

Modifications to the *Case Composition* window will allow all workers, regardless of their BFP or jurisdiction, to view demographic information on the *Case Composition* window.

### Vacancy Control Enhancements

To support NYC Voluntary Agency workers that have the Vacancy Search Business Function, the *Vacancy Control Search* window has been modified to include a new command on the *Options* menu called the *Master Vacancy Spreadsheet* command. When the *Master Vacancy Spreadsheet* command is selected, a report entitled the *Master Vacancy Spreadsheet* will be generated that queries the database and selects the homes within the worker's agency that have a vacant bed available. For those homes that meet the requirements (accepted-active status and at least one vacant bed), the report will also include information on all of the beds within the home (occupied, reserved, temporarily unavailable and vacant.) This report is in real-time, which means that all information is current as of the time the report is generated. It should be noted that the Master Vacancy Spreadsheet can only be generated between the hours of 3:00 PM and 8:00 AM Monday through Thursday and 3:00 PM Friday through

8:00 AM Monday. If the menu item is selected at any other time, a message box will be displayed that advises the user of the hours that the report is available. Contract agencies will use this information to respond to requests for placement that come in after business hours from the NYC Office of Placement Assistance (OPA).

### **Print Screen Command**

Modifications have been made to the *Facility Search Results* window as well as the *Bed Detail* window to include a *Print Screen* command. This command will be listed under the *Options* menu. The *Print Screen* command will launch a report containing all of the data on the window. For the *Facility Search Results* window, the report will list all facilities that display in the search results grid. For the *Bed Detail* window the report will include all beds that display in the search results grid. Any worker who has access to the *Facility Search Results* window via the *Vacancy Control Search* window will have the ability to print the *Facility Search Results* window.

### **Training Supports**

The training tool produced to support the implementation of CONNECTIONS Build 15.4 is a new job aid titled, "System Build 15.4 - Changes to Vacancy Control, Case List and Case Composition". A copy of the job aid will be available in advance of Build 15.4. This job aid will also be available on the OCFS CONNECTIONS Intranet Website (<http://sdssnet5/ocfs/connect>) on the Desk/Job Aids page and will also be posted in the Public Folders>All Public Folders>Statewide>CONNECTIONS>Build 15.4.