

CONNECTIONS

NYS Office of Children and Family Services

Build 15.2 Release Notes Updates to R1-R3 Functionality

**Software Version: Release 3.0 Build 15.2
Planned Distribution Date: March 28, 2003**

CONNECTIONS

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Introduction

This document describes the updates associated with Build 15.2 of Release 3.0, which will be implemented on the weekend of March 28, 2003.

The *Changes, Enhancements and Fixes in the Build* section provides a list, by functional area and SIR or Change Item number of the changes, fixes and/or enhancements included in Build 15.2 of the software.

In addition to the Release Notes, a job aid (CONNECTIONS System Build 15.2) has been developed to provide additional information regarding the changes, enhancements and fixes in the Build. The CONNECTIONS System Build 15.2 Job Aid is currently posted on the CONNECTIONS Intranet Website (<http://sdssnet5/ocfs/connect>) on the Desk/Job Aids page and in the Public Folders > All Public Folders > Statewide > CONNECTIONS > Build 15.2 Implementation. The job aid was also mailed (hard copy) to district and voluntary agency Implementation Coordinators and Staff Development Coordinators.

This document will be placed in the Public Folders: Statewide>CONNECTIONS> Build 15.2 Implementation, and on the CONNECTIONS Intranet Website.

General Point(s)

There are no special instructions for users to follow when Build 15.2 becomes “live” over the weekend of March 28, 2003. Users should follow regular log-on procedures. If however, you try to access the CONNECTIONS Application and you receive a “**version mismatch**” error, or “**no server found to match request**” error, you will need to contact the NYS OFT Enterprise Help Desk immediately 1-800-NYS-1323. Once in the CONNECTIONS system, if you wish to check the version number, you can do this by performing the following steps: from the Toolbar, select the Help menu, choose the About CONNECTIONS option, and the window that opens will say: CONNECTIONS Ver 3.0, Build 15.2. This indicates that you have the proper version.

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Reminder:

- If you have questions about local practice, policy or procedures, please talk to your supervisor.
- Questions about Intake reports, cross reference and assignments should continue to be called in to the On-Call CPS Supervisor at the SCR.
- Questions about Clearance, RFI, Administrative Review and Fair Hearings should be e-mailed to Mike Quinn at the SCR.
- For all other CONNECTIONS related questions please contact the NYS OFT Enterprise Help Desk 1-800 NYS-1323.

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Changes, Enhancements & Fixes in the Build

Functional Changes to the CONNECTIONS Application

SIR or Change Item	Functional Description of Modification	Functional Area
24759	<p>This change reorganizes Foster Boarding Home Program Types into logical groups and entry of effective period dates (start and end dates) will be required for selected program types. The program types and dates will be passed into BICS for facilitation of the payment process for SSPS Phase II.</p> <p>For additional details refer to CONNECTIONS System Build 15.2 Job Aid</p>	FAD
25038	<p>New Payment Indicator fields have been added to the Facility Detail window (MSAR Type, MSAR Status, and Payment Instructions). The fields will be updated by OCFS Staff and will provide information needed by BICS for the appropriate level of payment and special processing instructions for that facility.</p>	FAD
25179	<p>Vendor Id numbers are stored in the database in uppercase and the Vacancy Control Search window was not recognizing actual vendor Id numbers if the user did not enter in all upper case. A change was made to allow users to enter lower case characters - that will then be converted to upper case (behind the scenes) so that the correct information can still be retrieved from the database.</p>	FAD
25195	<p>With this change, Congregate Care bed records in the Resource Directory will be correctly matched with Vacancy Control Congregate Care records so that the licensed capacity and the total number of beds will be synchronized.</p>	FAD
25202	<p>This SIR corrects the condition whereby Bed Id numbers were being automatically generated on the Vacancy Control Bed Maintenance window without the required fields being completed. This fix ensures that all required fields must be completed prior to the "Save" pushbutton being enabled.</p>	FAD
25206	<p>FAD Record Summary</p> <p>This SIR corrects the condition whereby the "delete" pushbutton on the "contacts" tab was enabled when accessing FRS via an "in process FRS event" or, via the</p>	FAD

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SIR or Change Item	Functional Description of Modification	Functional Area
	"view FAD Record Summary Task". Because these access paths are browse only, the "delete" pushbutton has been disabled.	
25228	This SIR corrects the Vacancy Control edits when beds are deleted. When performing bed maintenance (deleting beds) on the FAD Licensing window, users were receiving a message that changes had been "saved" even though the "Save" button was disabled. When users tried to cycle back to the Facility window they would receive an error message, "save failed, more beds exist in Bed Maintenance than the specific capacity".	FAD Congregate Care Homes only
24737	<p>To facilitate conversion for CONNECTIONS Build 18, this enhancement adds a new field to the CPS Investigation Conclusion window that will allow the entry of a WMS Services Case Number when an "open for services closure reason" is selected. This number will then be validated against the WMS Database and the results of that validation will be stored, along with a date/time stamp of the validation. If the number is a valid WMS Services Case Number for the primary worker's district, a corresponding checkbox will be "checked".</p> <p>In order to maintain the WMS case number in CONNECTIONS, the following must apply:</p> <ul style="list-style-type: none"> ❑ The worker must be the primary worker assigned to the Investigation stage or be a member of the primary worker's unit hierarchy. ❑ The worker's "BFP" must contain the "View Under INV" business function. <p>Please note: The ability of "secondary workers" to view or maintain the WMS case number information is determined as follows:</p> <ul style="list-style-type: none"> ❑ If the "secondary worker" is a member of the "primary worker's" unit hierarchy, the "secondary worker" will be able to add and or modify the WMS case number. The "validate" pushbutton will be enabled in order for the "secondary worker" to validate 	Investigation

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	<p>the WMS case number.</p> <ul style="list-style-type: none"> ❑ If the “secondary worker” is in the same district as the “primary worker”, but not in the “primary worker’s” unit hierarchy, the “secondary worker” will be able to view the WMS case number recorded by the “primary worker”, however, the field will be protected and the “validate” pushbutton will be disabled. ❑ If the “secondary worker” is in a different district from the “primary worker”, the WMS fields will display on the CPS Investigation Conclusion window, however, the fields will be blank and protected. The “validate” pushbutton will be disabled. <p>Implementation Note: NYC ACS Staff are required to record and validate the WMS Case Number for all applicable investigations. In order to “Save and Submit” the Investigation Conclusion Window, the WMS Case Number will be required and must be entered. We also would encourage upstate districts to have workers enter the WMS Case number before saving and submitting the investigation. This will help district staff in preparing for future Builds of CONNECTIONS and make the conversion of open cases more accurate and complete. Upstate Districts should contact their CONNECTIONS Regional Office Representative for additional information and assistance. CONNECTIONS Regional Office Implementation staff will be addressing this enhancement at upcoming meetings with districts regarding implementation of CONNECTIONS Build 16.</p> <p>For additional details regarding the CPS/WMS Case Number Recording Enhancement, please refer to the CONNECTIONS System Build 15.2 Job Aid.</p>	
25284	<p>The NYC ACS Progress Notes Template (specifically, Section VIII, “Taking Children into Protective Custody”) has been revised. An update to the ACS Progress Notes Template is also included in “Help”</p> <p>Note: This change requires an update to the ACS Guide.</p>	Investigation
24693	Security attributes in the CONNECTIONS system, which	

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	are used to create user Business Function Profiles, have been expanded from a maximum limit of 75 to a maximum limit of 150. The expanded number of security attributes will be used to support future development, changes and enhancements to the CONNECTIONS functionality.	
25003	<p>With this change, new workers will no longer be automatically case-assignable when first entered into CONNECTIONS through WEBSTAR. This will prevent staff who do not work on cases from getting assigned cases inadvertently. The worker's supervisor (or person who has the maintain staff business function) will need to enable the worker to receive case assignments by selecting the "case assignable checkbox".</p> <p>Implementation Note: The above change is already in effect in NYC ACS; Build 15.2 will make it effective for all new staff statewide who are added to CONNECTIONS.</p>	Security
25020	The "CONNECTIONS Toolbar" will record a date/time stamp and the number of times the user connects to the Application. This enhancement will assist Security Coordinators to better identify workers who are active in the CONNECTIONS Application but are not using it. This will help make decisions in regard to end-dating staff who don't need to access the Application. The above information will also be used for OCFS CONNECTIONS Data Warehouse Reports.	Security
25199	New staff added through WEBSTAR are automatically placed in a default unit (NXX) until the Security Coordinator "In-Assigns" new staff to a permanent unit assignment. Build 15.2 increases the maximum number of staff in the default unit from 3 to 50.	Security
25214	<p>Currently, there are significant numbers of staff who appear active in CONNECTIONS, however, their NT accounts have been deleted through WEBSTAR. This enhancement facilitates the proper deletion of staff in CONNECTIONS and the removal of NT accounts in WEBSTAR.</p> <p>When a worker is deleted through WEBSTAR before being "end-dated" in CONNECTIONS, an "Alert To-Do" will be generated to the "Staff To-Do List" for that worker's "Unit Approver". This To-Do contains the</p>	Security

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	<p>worker's name, person ID number and unit ID number. The To-Do will notify the Unit Approver that all cases and To-Do's currently assigned to that worker need to be transferred to a new worker and that the previous worker needs to be "end-dated" in CONNECTIONS.</p> <p>Implementation Note: One of the new Security reports available through the OCFS Data Warehouse can be used to obtain a complete list of staff that need to be end-dated in CONNECTIONS. For information on how to generate this Security report, please refer to the "CONNECTIONS System Build 15.2 Job Aid".</p>	
24976	The "Help About" Dialog box, in CONNECTIONS, which is used to display Build identification information, has been modified from an existing 4 characters to 13 characters.	Technical
25263	Online Help has been updated to include the Child Protective Record Summary, FAD Record Summary, Multiple Address Maintenance, Vacancy Control, Local Data Maintenance, as well as enhancements for Build 15.2. These enhancements include modified windows and field, as well as changes to casework recording guidelines for NYC ACS workers.	Technical
25283	Added an index on the Tran_Log table on the ID_Stage. This data base change improves performance.	Technical

In addition to the SIRS noted above, several data fixes have been implemented to support Build 15.2, they are listed as follows:

FAD data fixes include:

As part of Build 15.2 Change Item, SIR 24759 (Modification to Foster Boarding Home Program Type), for all existing FBH the new FROM date fields for applicable FBH Program Type groups will be populated with the date the home became Accepted-Active for the first time.

This datafix will convert dates for FBHs that have the following Home Status:

- a. Accepted Active
- b. Accepted Inactive (i.e. On Hold)
- c. Emergency
- d. Pending Acceptance
- e. Pending Emergency
- f. Closed (only those FBHs closed within the past two years from conversion date)

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This datafix will NOT convert dates for FBHs that have the following Home Status:

- a. Applicant
- b. Inquiry
- c. Closed Duplicate
- d. Pending Closure
- e. NULL

The impacted Homes will not be automatically sent to BICS but stored in a file/temporary table instead. A subsequent datafix will insert BICS_UPDATE change records - one for each Foster Boarding Home with at least one Program Type date - at a later point when BICS is ready to process these dates.

Legacy/Interfaces data fixes include:

SIR 25254 - Enhancement. Insert change records into BICS_UPDATE table - one record for each Foster Boarding Home in CAPS_RESOURCE with at least one program Type date.

Note: This data fix will be run when the Legacy BICS System implements their SSPS Phase II changes.

Common data fixes include:

In conjunction with SIR 24693 (CONNECTIONS Security Attributes being increased from existing 75 to 150), a data fix will be completed to initialize new security attributes after the database table is altered to store additional security attributes.

If you have any questions about this release of the CONNECTIONS Application functionality, please contact the NYS OFT Enterprise Help Desk at 1-800-NYS-3832