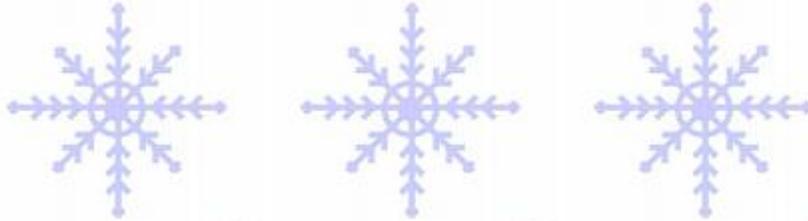


~ The CONNECTIONS WEEKLY ~

January 5 ~ 12, 2007



“Be Our Guest”, “Be Our Guest” “Be Our Guest”...

In preparation for the implementation of Build 18.9, we have begun to organize Guest Testing of the new functionality that will be introduced in the Build. The testing is scheduled to be conducted in the lab in Albany, at 40 North Pearl Street, and the tentative dates that we have thus far are:

- Monday, February 5th for Albany and Syracuse region testers
- Tuesday, February 6th for Yonkers and Buffalo regions testers
- Wednesday, February 7th for Yonkers and Buffalo region testers
- Thursday, February 8th for Yonkers and Buffalo testers
- Friday, February 9th for Albany, Syracuse and Rochester region testers
- Monday, February 12th – Thursday, February 15th for the NYC region testers

If you would like to participate in this endeavour, please contact your CONNECTIONS Regional representative. We appreciate your time and look forward to working with you as our “Guest”!

Completion Of The FASP...

An alert was sent on January 3rd, to notify Directors of Services, local district and voluntary agency Implementation Coordinators and Resource Users about a technical fix that went into production on January 3rd related to completion of the FASP. The content of the alert follows:

For the past few months users have reported that, in some instances, they have been unable to complete the Family Assessment Service Plan (FASP). In researching this issue, it was found that when a user clicked on the Service Plan node the first time after launching a FASP, when they were retrieving the services needed from the previously approved FASP or Plan Amendment, the transaction had been timing out, thus not allowing the user to complete this activity, and instead receive an error message. We have reviewed the circumstances in which these situations occur, as well as the issues that have been reported, and have isolated the event and remedied this issue with a fix that was implemented on January 3rd, during the maintenance window. We are pleased to report that the fix has been tested and performed successfully, so that users should no longer receive an error when trying to complete, or update, the Service Plan in the

in-process FASP. Therefore, FASPs that were 'stuck' in process should now be able to be completed.

CCRS & CONNECTIONS ~ A Crossing Point...

Assessment & Service Plans Relief

Please note that this enhancement is scheduled to be available to users on Monday, February 5th.

In an effort to provide mandate relief to users who are currently entering duplicative information into both CCRS as well as the CONNECTIONS application, we have developed a "crossing point" that will eliminate the need for duplicative entry. Districts will **no** longer enter Assessment and Service Plans directly into CCRS as data will be fed from CONNECTIONS. Most CCRS edits will be suspended for plans, and the system of record for the CID and Assessment and Service Plans will be CONNECTIONS. It should be noted that the goal is to replace the CCRS Assessment and Service Plan function, not keep it in sync. Please note that you must continue to register the case in CCRS, as CCRS remains the system of record for placement/movement, legal and adoption activities and CONNECTIONS becomes the system of record for Service Plans.

The following is an explanation of the way that the cross-over will operate. Each night approved FASP data from the last five days will be sent from the OCFS Data Warehouse (taken from CONNECTIONS) to CCRS. Information from the Data Warehouse will also be sent over if there are changes in the PPG, Anticipated Completion Date and/or Program Choices. If there is an open CCRS case the system will compare the FASP approval date to what it sees in CCRS (dates and type plan). If what is coming from the Warehouse is newer, it will add a new Assessment Service Plan to CCRS. If the CCRS Plan Type and Date match what is coming from the Data Warehouse and there are changes in the PPG, Anticipated Completion date and/or the Program Choices, the current CCRS Assessment Service Plan will be modified with that new information. If the CCRS case is NOT open, it will try for 5 days. After that it will stop trying until a newer plan or additional changes to PPG, Anticipated Completion Date and/or the Program Choices comes from CONNECTIONS to the Warehouse to CCRS. So, if WMS and CCRS opening lags and your initial (comprehensive...) FASP is done and approved prior to your opening the CCRS case, those FASPs will just not be reflected in CCRS. Once the CCRS case is open whatever FASP is next approved or when there is a PPG, Anticipated Completion Date and/or Program Choice change made and there is an existing approved FASP, that current information will go over and in CCRS the appropriate plan will be stored. Plans will NOT cue up to be entered in the right order in CCRS if CCRS is not open to receive them. This is okay. Remember that the goal here is **NOT** to keep CCRS and CONNECTIONS in synch. The system of record for plans and the CID date is/will be CONNECTIONS. The data feed, of planning data, to CCRS is to feed downstream systems that get data from CCRS; primarily AMS which needs the PPG and some other information. CCRS plan information will become the conduit to keep those systems up to date.

It should be noted, however, that users will still see the message that informs them to update CCRS upon modification or ending of a Program Choice or PPG, as this message will not be suppressed at this time; however, the deletion of this message from user view will be a technical fix that has been included in Build 18.9.

A New Resource Tool For Users...

The CONNECTIONS User Resource Document...

As we are all aware, there have been a number of tools created to aid the user in their quest to work with the various application Builds. We have now compiled all of the various resource aids into one “cheat sheet” of sorts, and posted this document to the CONNECTIONS intranet site. This tool summarizes where to locate on-line and staff resources (within the CONNECTIONS team), as well as defines resources within the CONNECTIONS application itself, for both upstate and New York City users. We hope that you find this document helpful. The User Resource document is currently posted to the CONNECTIONS Home page, but will also be located on the Step-by-Step/Job Aids/Tips page.

CIN/PID Interface Application...

We are doing an inventory of the users that access the CINPID application. This application is accessed through signing onto CITRIX ~ when you sign on you have the option of accessing either CONNECTIONS production, the Policy Library, or CINPID. We ask that if you currently access this application you let your CONNECTIONS Implementation Field representative know. If the outcome of this inventory is that this application is accessed on a limited basis, we would like to archive it and remove the Icon from the CITRIX logon page early in 2007.

OCFS Data Warehouse News...

The Data Warehouse Team is pleased to announce the release of the ReportNet Data Dictionary. It is located in the **Public Folders > OCFS DW – Data Dictionary** folder of the ReportNet environment. The Data Dictionary allows users to view the definition of any query item in the OCFS Data Warehouse ReportNet databases. For instructions on using the Data Dictionary, see the document titled, “How to use the OCFS DW ReportNet Data Dictionary” which is posted to the CONNECTIONS intranet on the both the Data Warehouse page.

The Office for Technology Info ~ Or, Stuff You Need To Know About Your PC...

Please note that the information in the following notification was distributed by OFT, statewide, in a notification dated December 19, 2006. The number of this notification is 06-CNS-007.

Beginning Friday, January 5th and continuing through the month of January, OFT will be distributing an updated version of antivirus software (Symantec AntiVirus v10.1) to HSEN workstations, in order to further secure our network

computing environment from virus and spyware threats. These activities will be done “off hours” to minimize any disruptions. Please note that the upgrade will force each workstation to reboot once.

As always, workers are reminded log off the network, but leave their PCs powered on.

In addition, you are reminded to bring state owned laptops into the office regularly, to allow them to receive the patches, antivirus definitions, and other required updates. Client VPN users will receive this upgrade when they do their weekly remote sign-on to the network. It should be noted that the HSEN *Critical Sites* will be contacted separately and independent of this distribution, to determine when they can best be scheduled, and if there are additional precautions that need to be taken.

In The Next Few Weeks Keep Your Eye Out For...

The Build 18.9 training schedule and updated versions of the Build 18.9 Job Aids, as well as an updated version of the Business Process Re-design Manual.

New Postings to the CONNECTIONS Intranet...

The following document(s) were recently posted to the CONNECTIONS intranet website:

- The CONNECTIONS Weekly
- How To Use The OCFS DW ReportNet Data Dictionary

Weekly System Maintenance...

CONNECTIONS Application Downtime...

- ***Friday, 1/5/06*** from 5:00 AM – 7:00 AM
- ***Wednesday, 1/10/07*** from 5:00 AM – 7:00 AM
- ***Friday 1/12/07*** from 5:00 AM – 7:00 AM