



## ..CONNECTIONS NEWS..

*for the week of August 22 - 29, 2008*

*Developing a more caseworker centric system*

**CONNECTIONS Intranet site:** <http://ocfs.state.nyenet/connect/>

### *FEATURED IN THIS EDITION*

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### *"Info to Know" for Caseworkers*



#### *Upcoming Teleconference on Changes to Safety and Risk Assessments to Reduce Repeat Maltreatment*

**\*\*** Please note that this piece was also in the last edition.

*When: August 27, 2008*

*Time: 10:00 AM - 12:00 Noon*

*Who Should Attend:* Child welfare and CPS caseworkers, casework supervisors and managers at local district agencies and voluntary agencies. OCFS regional office staff are also encouraged to attend.

**Description of the teleconference:** Reducing repeat maltreatment among children and families in New York State is a goal that OCFS shares with local districts and foster care and preventive service agencies. As part of that effort OCFS has made improvements to the Safety Assessment and Risk Assessment Protocols. The changes will be supported in the CONNECTIONS system, effective October 10, 2008.

The purpose of this teleconference is to:

- Introduce changes in the safety assessment and the risk assessment profile
- Explain why and how these changes were made
- Familiarize participants with how the changes apply to casework practice, and
- Preview how CONNECTIONS supports the changes.

**Important Info:** Participation in this teleconference will meet two hours of the annual CPS in-service training requirement. Please make sure you record your attendance on the training roster at your viewing site.

**Registration Instructions:** Please contact your Staff Development Coordinator (SDC) or Training Coordinator for the location of the downlink site in your county or facility. To ensure this program will be shown at your site, specify your intent to attend with your SDC or Training Coordinator. For the Albany area OCFS Central Office Staff, contact Marti Murphy (518-474-2424) to view at 52 Washington Street in Rensselaer.

To view a copy of the training announcement, go to the either the Home or Training page of the CONNECTIONS intranet site: <http://ocfs.state.nyenet/connect/>.



### *General Information System Message (GIS) #08-008*

Date: 8/20/08

Subject: Authorization of Preventive Services and IV-E Candidacy

**\*\* Please note that the information below pertains to local district staff ONLY.**

The purpose of this General Information System (GIS) message is to clarify WMS authorization procedural instructions related to Preventive and Protective Services and Title IV-E Candidacy documentation and claiming.

The Random Moment Study (RMS) serves as the basis for cost allocating Title IV-E administrative costs and is dependent on appropriate designation of cases as **Mandated Preventive** in authorization of Direct Services.

The following guidelines are to be followed when authorizing Preventive and/or Protective Services:

- For **Mandated Preventive** cases, encode WMS with a direct component of 25. To be encoded as 25 the case must meet the standards for Mandated Preventive eligibility as set forth in 18 NYCRR 430.9 (c) and (d).

- For ***Preventive*** cases that do not meet the eligibility standards in 18 NYCRR 430.9 (c) and (d), the ***non-Mandated Preventive*** case should be encoded in WMS with a direct component of 26.
- For ***Protective*** cases, encode WMS with a direct component of 17. When the case also meets the Mandated Preventive standards in 18 NYCRR 430.9 (c) and (d), also encode the case with a direct component of 25.
- For ***Protective*** cases that do *not* meet the standards in 18 NYCRR 430.9 (c) and (d), encode the case with a direct component of 17.

**Background:**

While Title IV-E foster care administration is largely associated with children on whose behalf a Title IV-E foster care maintenance payment is being made, there are circumstances where administrative costs incurred prior to a child's placement may be allowable. These circumstances relate to children who are considered foster care candidates.

In order to meet candidacy requirements and claim administrative reimbursement, a state must document that it has determined that a child is a candidate for foster care in one of three acceptable methods: document a case plan that identifies foster care as likely, absent preventive services; provide evidence of a court petition requesting the child's removal from home; or document which Title IV-E foster care eligibility criteria have been met.

New York State is able to meet the first of the three methods through establishing programmatic eligibility for mandated preventive serves. The criteria for mandated preventive services found in 18 NYCRR 430.9 (c) and (d) clearly define that, absent these preventive services, a child is at risk of foster care placement and reasonable efforts are being made to prevent removal.

The ***percentage*** of regular Title IV-E claimed for foster children is applied to all cases where children qualify as candidates to determine the amount of federal reimbursement for Title IV-E administrative costs.

For additional explanation regarding the importance of appropriately documenting and encoding children as FC Candidates, please see **08-OCFS-INF-09 Federal Administrative Cost Review Report** which is available at: <http://ocfs.state.nyenet/policies/external>.

**Questions:**

For systems questions, please contact OCFS-IT Customer Support: 1-800-342-3727.

For eligibility questions, please contact Michael Christian, Title IV-E unit: 518-474-9529.

GIS messages are available in public folders using the following path:

*All Public Folders/dfa.state.ny.us/OCFS/TSU/ \*\*\*Services systems Reference Documents/ GIS (system change notices).*

## *"Info to Know" for Technical Staff*



### **UPDATE** - Upgrade to Internet Explorer Version 7 CIO OFT/CNS Bulletin: 08-CNS-09 *CHANGE IN IE7 UPGRADE DATE FOR COUNTY AND VOLUNTARY AGENCIES*

NUMBER: 08-CNS-08

TITLE: CHANGE IN IE7 UPGRADE DATE FOR COUNTY AND VOLUNTARY AGENCIES

DATE ISSUED: August 13, 2008

Though this upgrade (to Internet Explorer Version 7 on machines running Windows XP) was scheduled to begin on August 29, 2008, **it will be postponed until October 3, 2008** while work is done to resolve some county and agency application issues identified during testing. Installation will occur during regular update periods and *no user action is required*. This date change affects county and voluntary agencies only; IE7 upgrades have been completed for state agencies. This upgrade will EXCLUDE customer machines running Windows 2000, because Internet Explorer Version 7 does not run on Windows 2000 machines. For a copy of the notification click on this link: <http://sdc.ofc.state.nyenet/crcc/crc/>.

#### **For Assistance**

##### *For local districts:*

Questions regarding this notification should be directed to your CIO/OFT **Customer Relations Manager** who can be reached at: (518) 402-2537, or toll-free 1-866-789-4OFT (4638).

Requests for technical assistance with web-based application access problems should be directed to the **CNS Coordination Center** at 1-800-603-0877.

##### *For voluntary agencies:*

Questions regarding this notification should be directed to either mailbox:

Internal: ocfs.sm.deployment

External: [ocfs.sm.deployment@ocfs.state.ny.us](mailto:ocfs.sm.deployment@ocfs.state.ny.us)

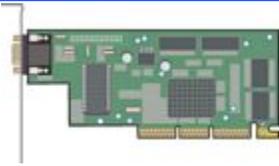
## *"General Info to Know"*



### ***New Postings to the CONNECTIONS Intranet***

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

- The CONNECTIONS NEWS



### ***Weekly System Maintenance***

Due to regularly scheduled system maintenance, the CONNECTIONS application will not be available on...

- [Wednesday, 8/27/08](#) from 5:00 AM - 7:00 AM
- [Friday, 8/29/08](#) from 5:00 AM - 7:00 AM



Office of  
Children & Family  
Services  
Gladys Carrión, Esq.

Commissioner