



# ..CONNECTIONS NEWS..

*for the week of June 26 - July 3, 2009*

*Developing a more caseworker centric system*

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

## **FEATURED IN THIS EDITION**

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

- ***NEW Info on the Quarterly Improvement Plan - Q2-09 ...pg. 1...more***  
**\*\* Please note the additional application downtime - CONNECTIONS will not be available on Saturday, 6/27 from 7:00 AM - 11:00 AM due to the implementation of Q2-09.**
- ***SCR Database Checks (SCR Clearances) ...pg. 3...more***

### ***General "Info to Know"***

- ***GIS - WMS System Instructions Chafee Amendment...pg. 4...more***
- ***Client VPN Cut-Off Date Has Been Extended Through June 30th ...pg. 5...more***
- ***NEW Postings to the CONNECTIONS Intranet ...pg. 5...more***
- ***Weekly System Maintenance ...pg. 5...more***  
**\*\* Please note the additional application downtime - CONNECTIONS will not be available on Saturday, 6/27 from 7:00 AM - 11:00 AM due to the implementation of Q2-09.**

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



### ***NEW Info on the Quarterly Improvement Plan - Q2-09***

As you are aware, Q2-09 is scheduled to be implemented this Saturday, June 27, 2009. The CONNECTIONS application will not be available from 7:00 AM - 11:00 AM (a downtime of 4 hours). A communication was sent to local district and voluntary agency key CONNECTIONS users, Directors of Service, CONNECTIONS Implementation, Security and Back-up Security Coordinators, on Tuesday, 6/23, detailing the content of the Quarterly Improvement. The document also described the tools that are available to

use post-implementation. For a summary of that information please see the information below.

### **What Will Be Changed?**

The following are the key areas of the application that will be enhanced:

- **FASP improvements** - modifications to the Strength Needs and Risk scales, Safety Assessment (*an optional comment box will be available from the Safety Factors window when “No Safety Factors Present” is selected*), Needed Improvements/Changes tab, Strength Needs and Risk Scales - O and A Blocks and the Original Reason for Case Opening.
- **FAD improvements** - modifications to New Homes - SCR Database Check Dates.
- **Permanency Hearing Report improvements** - PHR mapping, pre-fills from a pending or in-process FASP, as well as additional pre-fill changes.
- **Other improvements** - placement information will be able to be updated in CONNECTIONS separately from CCRS, the Case Summary window will display CPS determinations, modifications to Progress Notes, To Do's and Person/Merge/Split.

### **Other Documents That Describe The Changes In More Detail**

#### ***CONNECTIONS Q2-09 Quarterly Improvements Job Aid***

This *Job Aid* provides a detailed overview of the CONNECTIONS system changes and enhancements introduced for Quarter 2, 2009 (Q2-09). The Job Aid is intended for CONNECTIONS users on different levels, and assumes familiarity with the CONNECTIONS System. This document is posted to the CONNECTIONS intranet and can be accessed by clicking on the link below:

<http://ocfs.state.nyenet/connect/jobaides/Q2%2009JobAid%20final%206%2019%2009.pdf>

#### ***The Q2-09 Impact Analysis - Changes to the Family Assessment and Service Plan (FASP)***

The *Q2-09 Impact Analysis - Changes to the FASP* describes the changes that will be made within the FASP, when Q2-09 is implemented. The document provides a brief description of the current function, identifies what remains the same and what will be new, as well as identifying implications and considerations. This document is posted to the CONNECTIONS intranet and can be accessed by clicking on the link below:

[http://ocfs.state.nyenet/connect/imp/build18/Q2-09%20Impact%20Analysis%20\(3\).pdf](http://ocfs.state.nyenet/connect/imp/build18/Q2-09%20Impact%20Analysis%20(3).pdf)

#### ***The Highlights Document for the Quarterly Improvement Plan - Q2-09***

The *Q2-09 Highlights* document presents a high-level overview of programmatic and application changes, modifications and enhancements that will be included in Q2-09. This document is posted to the CONNECTIONS intranet and can be accessed by clicking on the link below:

[http://ocfs.state.nyenet/connect/imp/build18/Q2\\_09\\_Highlights\\_final.pdf](http://ocfs.state.nyenet/connect/imp/build18/Q2_09_Highlights_final.pdf).

#### ***Q2-09 Quarterly Improvement Plan Release Notes***

The *Q2-09 Quarterly Improvement Plan Release Notes* provide an in-depth description of the improvements, modifications, enhancements (SIRS), and impacts that are included in this Quarterly Improvement Plan. The *Q2-09 Quarterly Improvement Plan*

Release Notes are posted to the CONNECTIONS intranet site and can be accessed via the following link:

[http://ocfs.state.nyenet/connect/imp/build18/Q2-09%20Release%20Notes\\_Final.pdf](http://ocfs.state.nyenet/connect/imp/build18/Q2-09%20Release%20Notes_Final.pdf)



## SCR Database Checks

Please note that the piece below pertains only to those local districts that complete their own level 1 SCR database checks.

With implementation of CONNECTIONS Q2-09 on June 27, 2009, an edit will be added on the FRS Household Member Detail window in FAD to support regulation by requiring the recording of information regarding the In-State SCR Database Check for new foster homes in the process of being certified or approved.

*The edit will check for completion of "Sent Date" "Received Date" and "Results" for foster parents, and will prevent submitting for supervisory approval a new FAD home, unless these fields have been completed. This new edit will also apply for a home that is worker or system closed, if (or whenever) that home is being reopened. In order to reopen such home the worker will need to record the SCR database check fields.*

**For those local districts that have an MOU with the SCR to conduct their own first level SCR data base checks, Q2-09 will not change any existing policy or current practice. Those local districts are to record the date of the local district's inquiry of CONNECTIONS, if no match is found, in the "sent date" field. In addition, the "received date" and the "No Record Found" results can be recorded based on that inquiry.**

*If any matches are found, the 3370 must be immediately submitted to the SCR. The date that the 3370 is sent to the SCR becomes the "sent date", and the SCR "received date" and the category of results are to be recorded when received by the local district from the SCR.*

*If a home system closes, and programmatically it was intended to remain open, the local district can rely on documentation in the Foster Home File to record the necessary data base check information, and re-open the home.*

*For all such administrative re-openings, if the SCR data base check documentation is not available in the local record, the local district must conduct a new database check as they did in the first instance, that is, through local district inquiry and/or submission of the 3370 to the SCR.*

**Please note that prior clearance results can only be used for administrative re-openings. In all other circumstances, a home that is re-opened must be treated as a new request for certification or approval, and all certification or approval requirements must be met, including a new SCR data base check.**

*Documentation of first level data base checks are also to be documented in FRS Contacts using Method of "Correspondence Sent" and "Correspondence Received",*

*and a brief narrative and/or locally developed form to document the local district's first level SCR data base check. Such form at a minimum is to include the person's name, DOB, case number, date of inquiry and results of "no record found."*

## **General "Info to Know"**

# **GIS WMS System Instructions - Chafee Amendment**

**TO:** Directors of Services

**FROM:** Paul Gavry

**SUGGESTED**

**DISTRIBUTION:** Directors of Services, Foster Care Supervisors, Directors of Medicaid

**SUBJECT:** WMS System Instructions - Chafee Amendment

**EFFECTIVE DATE:** June 22, 2009

**CONTACT:** OCFS-IT Customer Support at 1-800-342-3727

The purpose of the General Information System (GIS) message is to provide local departments of social services (LDSS) with an explanation of the WMS enhancement, affecting youth covered by the Chafee Amendment, which became operational on Upstate WMS on June 22, 2009.

Effective January 1, 2009, the Chafee Amendment provides that a youth who was in the custody of the Commissioner of the local department of social services or the Commissioner of the Office of Children and Family Services on or after his or her 18<sup>th</sup> birthday will receive Medicaid until the youth's 21<sup>st</sup> birthday without regard to income or resources. The youth must still meet Medicaid citizenship/immigration status requirements and be a resident of NYS.

To support this change, a new Special Population (SP) Field indicator has been added to Screen 4 for both inquiry and update. Youth covered by the Chafee Amendment will be identified with a "C" in this field. This new Special Population Field will appear on the clearance report in the upper right hand corner next to the MCR (Medicare Indicator) Field. The Special Population Field, with a heading of "SP", will also appear on the Application Turnaround Documents and next to the CSD on the MA Coverage History Screen. The Continuous Save Date (CSD) will be set to the last day of the month in which the youth turns 21.

At the next undercare/recertification transaction, the Chafee Indicator - "C" must be manually entered in the SP Field when a youth is at least 18 but not yet 21 years of age and has any of the following foster care Individual Category Codes (ICC) - 32, 77, 78, 79, 80 or 81.

If the Chafee Indicator has not already been manually entered, the SP Field will be automatically populated by a monthly file that contains a record of any youth reported to CCRS as discharged from foster care during the previous month that, at the time of

discharge, was at least 18 but not yet 21 years of age. A report of youth successfully updated by the automated file will be supplied to the LDSS. The report will also include youth that failed update. Records that failed update will need to be manually reviewed by LDSS staff.

For further information regarding these system changes, please see WMS/CNS Coordinator Letter dated May 29, 2009 (attachment 2, Sect X):  
<http://health.state.nyenet/rev2009coord.htm>

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

GIS messages are available in Public Folders:

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



## ***Client VPN Cut-Off Date Has Been Extended Until June 30th***

While the cut-off date has been extended twice, the **June 30th date is firm**. Please make sure you have migrated all devices with the Cisco VPN software to the new Juniper client. If you are having technical issues, please call the OFT Coordination Center at (800) 603-0877. Software and instructions can be found at: <http://www.of.t.state.ny.us/vpn/networkconnect.htm>.

Note: OFT has developed a software package, containing the Juniper client, that can be "pushed" over the network to a computer that is connected to the HSEN. This has been made available for a short period of time to assist with the successful completion of the project. This will only work for a device that is directly connected to the HSEN. Please contact Mike Demars for details at either: 518-402-3695 or, [Michael.Demars@ocfs.state.ny.us](mailto:Michael.Demars@ocfs.state.ny.us).



## ***NEW Postings to the CONNECTIONS Intranet***

The following documents were recently posted to the CONNECTIONS intranet website:

- ...CONNECTIONS NEWS... <http://ocfs.state.nyenet/connect/>
- Q2-09 Quarterly Improvement Plan Release Notes  
[http://ocfs.state.nyenet/connect/imp/build18/Q2-09%20Release%20Notes\\_Final.pdf](http://ocfs.state.nyenet/connect/imp/build18/Q2-09%20Release%20Notes_Final.pdf)



## ***Weekly System Maintenance***

Please note the additional application downtime - CONNECTIONS will not be available due to implementation of Q2-09 on:

- [Saturday, 6/27/09](#) from 7:00 AM - 11:00 AM

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

- [Wednesday, 7/1/09](#) from 5:00 AM - 7:00 AM
- [Friday, 7/3/09](#) from 5:00 AM - 7:00 AM



Office of  
Children & Family  
Services  
Gladys Carrión, Esq.  
Commissioner