

..CONNECTIONS NEWS..

for the week of February 25 - March 4, 2011

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

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"Info to Know" for Caseworkers



The February 2011 Records Retention Run Cycle Begins on February 28th

The eighth Records Retention run cycle is scheduled to begin on Monday, February 28th and will run through Saturday, March 5th. This cycle will *purge stages through 9/20/2010; with a "To Be" date of 12/20/2010.*



A REVISED Tip Sheet -- System And Casework Contact Implications For Youth Moved Into And Out Of OCFS Facilities

****Please note that this tip sheet has been revised. It was first released in the CONNECTIONS NEWS dated February 4, 2011.**

This tip sheet describes various placement scenarios and the system and casework contacts implications for them. For your convenience a copy of the tip sheet is attached below. This tip sheet is also posted to the CONNECTIONS intranet on the Step-by-Step/Job Aids/Tips page.



OCFS_Placements_fi
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AFCARS: January 2011 Children with Missing Clinical Diagnosis Report

Please note: Not all children were reported on the January 2011 Children with Missing Clinical Diagnosis report. Therefore, children may appear on the February 2011 report that were erroneously omitted from the January 2011 report. We apologize for this error and have taken steps to eliminate this problem in the future.

General “Info to Know”



Upgrade to Microsoft Office 2007 in Otsego and Orange Counties This Weekend

OFT and IT will be pushing Microsoft Office 2007 to Otsego and Orange counties this weekend. We will continue to work with OTDA and move forward to the counties who have not yet received the Office 2007 upgrade. If there are locations that either would like to have their sites upgraded sooner rather than later, or would like to have some PC's upgraded for testing, please send an email to the following mailbox: ocfs.sm.it.office2007.



Security Awareness Message

For your reference, we have attached a new security message on the topic of ***Passwords***. This document contains important tips on securing your password, as well as other important security info. We ask that this information be posted in an area where all users are able to view it. Thank you for your attention to this important topic!



Security Awareness
Message_ February 2

NEW GIS Message: # 11-002

New CCRS Codes and Related Systems Implications Regarding Restoration of Parental Rights

GIS #: 11-002 Effective Date: 2/10/11
TO: Directors of Services
FROM: Paul Gavry
SUGGESTED DISTRIBUTION: Casework Supervisors, Caseworkers and Data Entry Operators

CONTACT: AppHelp mailbox: ocfs.sm.conn_app@ocfs.state.ny.us or OCFS IT Operations at 1-800-342-3727

The purpose of this General Information System (GIS) message is to advise local departments of social services (LDSS) that new CCRS legal event and adoption codes have been developed to identify Foster Care youth whose birth parent's parental rights have been restored. Procedural and related system implications are also described.

These changes stem from new requirements described in *11-OCFS-INF-02* issued February 10, 2011.

The following describes the specific CCRS changes. The various implications for related systems follow.

CCRS

The following *new* CCRS legal codes must be used to report the court proceedings to restore parental rights.

- Type of Legal Event (Modifier A):
 - **24** - Article 6 - Restoration of Parental Rights
- Initial hearing (L300) for Article 6 - Restoration of Parental Rights can be reported only when:
 - Child age is >14 and <21
 - Child is free for adoption (L300 activity date is >A499)
 - Hearing disposition (Modifier B) is:
 - 44 - Foster Care Placement to Continue or
 - 46 - Return Child to Parent or
 - 20 - Dismissal or
 - 21 - Adjourned
- Disposition (Modifier C):
 - **84** - Restoration of Parental Rights Plan Conditionally Approved (only if Modifier B is 44)
 - **85** - Restoration of Parental Rights of Both Parents Approved (only if Modifier B is 46)
 - **86** - Restoration of Parental Rights of One Parent Approved (only if Modifier B is 46)

The following *new* Adoption activity will be *system generated* when parental rights are restored: **A549**- Child Not Free Rights Restored

Please note: Workers need to check CCRS before entering the legal codes related to a restoration modification petition to be sure that it has been 2 or more years since the date of the A499 and that a modifier of 38 (severe and repeated abuse) or a modifier of 39 (parents deceased) has not been entered in the modifier B field of an entry of the 384-B (TPR) hearing. In addition, the child's CCRS record should reflect that his or her permanency goal is not adoption, to be consistent with the requirements of eligibility for restoration of parental rights.

Record CCRS movement codes for trial discharge as usual, if that occurs.

CONNECTIONS

Restoration of Parental Rights Plan Conditionally Approved

The FSS/CCR remains open for the **child only**. Child is still considered free for adoption in the system. The following additional CONNECTIONS reporting requirements are to be addressed to accommodate parental involvement:

- Permanency Hearing Report (PHR) - CCR will generate a Child Only PHR. If a "Family" based PHR is desired or required by court, use the PHR template, located at: <http://www.ocfs.state.ny.us/main/legal/legislation/permanency/caseworkerguide.asp>
- Service Plan - There is no capacity to address involved parent(s); this remains a child only service plan.
- Visiting Plan - Involved parent(s) can be added as "Outside Participant." Once added, the parent(s) can be added to the Visiting Plan Component.
- Progress Notes - Involved parents can be addressed as "Other Participants - Relative."
- Plan Amendment - CCR generated Plan Amendment has no family oriented component by default. An appropriate component to allow for applicable family (involved parent(s)) assessment and service plan should be added (Status Change/Plan Amendment).

Parental Rights Restored- no further services

If parental rights are restored and no further services are to be provided, the CONNECTIONS case is to be closed.

Parental Rights Restored- services to continue

If parental rights are restored and child welfare services are to continue, the existing FSS/CCR must be closed and a new FSS/CWS stage must be created to accommodate both the child and parent.

WMS

Restoration of Parental Rights Plan Conditionally Approved

The existing WMS case remains open for the child only. If the child is trial discharged, treat as any other trial discharge, by stopping the payment line etc.

Parental Rights Restored- no further services

If parental rights are restored and no further services are to be provided, the WMS case is to be closed.

Parental Rights Restored- services to continue

If parental rights are restored and child welfare services are to continue, the existing WMS case must be closed. Follow local district procedures to create a WMS Services case for the new FSS/CWS stage.

Adoption Album

Children who have been returned to their parent must be removed from the Adoption Album database if they are not already. The worker can change the photo listing status of the child via the change request function in the Adoption Album database, by selecting a removal reason of return to parent. In addition, one of the conditions of eligibility for this modification petition is that the child is 14 years of age or over and no longer has the goal of adoption. Therefore, it is expected that some of these children will probably already be removed from the Adoption Album if they are 14 or over and not consenting to adoption. However, if a conditional trial discharge period results in the child being returned to foster care and it is decided the child's goal will be changed back to adoption, a new Adoption Album referral is to be made to photo list the child if the child consents to adoption.

For step by step instructions regarding the Adoption Album, see the Adoption User Manual that can be found at:

http://ocfs.state.nyenet/adopt/AdoptionAlbumTrainingManual_Oct08.pdf

AMS

AMS will continue to reflect children for whom parental rights have been terminated as free for adoption. Users of AMS need to be aware of the new adoption code created to reflect when parental rights are restored (A549-Child Not Free Rights Restored).

Medicaid

All children who are in the care and custody of an LDSS commissioner and who are citizens or have satisfactory immigration status are categorically eligible for Medicaid. If a child has been finally discharged from foster care due to the birth parents' rights being reinstated, a redetermination of eligibility must be completed. Continuous Coverage and Chafee provisions apply (see DOH GIS 02 MA/012 and OCFS GIS 09-001).

WMS and CCRS Coding Guides and GIS messages can be found at OCFS website:

<http://ocfs.state.nyenet/it/GeneralResources/GeneralResourcesDefault.asp>

For systems questions, please contact the App Help mailbox at

ocfs.sm.conn_app@ocfs.state.ny.us or phone OCFS IT Operations at 1-800-342-3727.

NEW INF: 11-OCFS-INF-02 Restoration of Parental Rights

The purpose of this Informational Letter (INF) is to provide information to local departments of social services (LDSS) and voluntary authorized agencies regarding Chapter 343 of the Laws of 2010, which amends the Family Court Act (FCA) and Social Services Law (SSL) in relation to restoration of parental rights. This law, which went into effect on November 11, 2010, authorizes the Family Court, in narrowly defined circumstances, to restore a birth parent's parental rights after they have been terminated.

This and other OCFS policies can be accessed with the following link:
http://ocfs.state.nyenet/policies/external/OCFS_2011/



NEW Postings to the CONNECTIONS Intranet

- ...CONNECTIONS NEWS... <http://ocfs.state.nyenet/connect/>



CONNECTIONS Weekly System Maintenance

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

- [Wednesday, 3/2/11](#) from 5:00 AM - 7:00 AM
- [Friday, 3/4/11](#) from 5:00 AM - 7:00 AM



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