



CONNECTIONS Weekly Technical Bulletin

FSS Phase 1 Modernization: Training Coming Soon

The next build to the CONNECTIONS application, Family Services Stage (FSS) - Phase 1 modernization, is scheduled for implementation in the spring of 2015.

A training announcement and schedule will be distributed the week of April 6.

Phase 1 of FSS modernization will replace the Stage Composition window with the Person List window, modernize the Progress Notes window in the FSS as well as the Bridges to Health (B2H) window and several supporting windows. These changes will update the “look and feel” of the affected parts of the application and some navigational paths, but will not change basic functionality.

An updated **Impact Analysis** that summarizes the new features and impacts for district and agency management to consider is now available on the [Intranet](#) and [Internet](#).

The most current CONNECTIONS Build Bulletin, available on the [Intranet](#) and [Internet](#), describes the coming build in more detail.

Records Retention Run Successful

The scheduled Records Retention run over the weekend of March 27-29 has run successfully. All recipients of Records Retention reports should have received these reports in CONNECTIONS, via the Reports Tab, by the morning of Tuesday, March 31.

To request updates to Records Retention report recipients, please fill out a *Management Report Request Form*, available on the Reports page of the CONNECTIONS [Intranet](#) and [Internet](#), and send the completed request form to the CONNECTIONS Application Help Mailbox at ocfs.sm.conn_app@ocfs.ny.gov.

Activities Management Reports Request Form Now Available

An Activities Management Request Form is now available on the Forms page of the CONNECTIONS [Intranet](#) and [Internet](#). This form should be used to request updates to recipients of the ten Activities Management Reports available via the Reports tab in CONNECTIONS.

These reports were formerly available in hard-copy and mailed to each district/agency. With the deployment of CCRS as the Activities Window in CONNECTIONS, all Activities reports are now available via the application. Districts and agencies were contacted prior to Activities implementation to designate users to receive these reports.

The request form is a Microsoft Excel spreadsheet, the second page of which provides a description of each Activities report.

Like all management report request forms, completed Activities Management Reports request forms should be sent to the CONNECTIONS Application Help Mailbox at ocfs.sm.conn_app@ocfs.ny.gov.

April 3-9, 2015

Weekly System Maintenance

Due to regularly scheduled maintenance, the CONNECTIONS application will be unavailable on:

- **Friday, April 3, from 4 a.m. to 7 a.m.**
- **Wednesday, April 8, from 4 a.m. to 7 a.m.**
- **Friday, April 10, from 4 a.m. to 7 a.m.**