

CONNECTIONS CLUE:

Don't merge these PIDs!

Special care should be taken when merging an *active* PID into one with a status of *closed adoptive*. When an adoption is finalized, a new PID is created for the child so that the pre-adoptive record can be properly sealed. Merging another PID with a closed adoptive one may recreate a link between pre- and post-adoptive records.

How do I know if a PID on the Multiple Person Report (MPR) is a closed adoptive one?

The MPR contains a column labeled "A", which represents the adoptive status of the person. A value of "1" means the record is closed adopted; a value of "2" indicates the PID created when an adoption was finalized. CONNECTIONS will prevent you from merging a "1" PID and a "2" PID, but will not automatically prevent the merger of another PID with either of these.

Merging should NOT be done to the closed adoptive PID (person with a value of 1) unless the duplicate PID is also from the pre-adoptive period (prior to the adoption finalization). **You must carefully review the case history of each person to confirm that the PIDs are either both pre-adoptive or both post-adoptive before proceeding with a merge.** *If you are unsure, DO NOT merge these PIDs!*

Reminder: Only those assigned the security business function of Access Sealed Adoption (ACC SEALED ADOP) will be able to access finalized adoption records in CONNECTIONS. If you do not have this access, you should seek assistance from someone in your district who has the appropriate security to view all the case details. CONNECTIONS implementation staff and the CONNECTIONS Help Desk are also available to help.