



# CONNECTIONS Build Bulletin

## FSS Modernization—Phase 1: Overview and Schedule

Phase 1 of the Family Services Stage (FSS) Modernization is scheduled for implementation on Friday, May 29, in a four hour, 10 PM to 2 AM outage to the CONNECTIONS application.

Please note that the Progress Notes module within the FSS will *not* be included in this build as has previously been announced, due to technical reasons. Progress Notes in the FSS will be modernized in a build at a later date.

Over the course of the next year, the complete CONNECTIONS FSS stage will be modernized in a series of builds. As components of the FSS are updated, they will have the same “look and feel” as other parts of the CONNECTIONS application that have already been modernized, such as the CPS Investigation stage, the Foster and Adoptive Home Development (FAD) stage, and most recently, the Family Services Intake (FSI) stage. With very few exceptions, FSS processes and the data entered into the FSS will remain unchanged. The navigation for the FSS, however, will change somewhat and may require some adjustment on the part of the staff that use the FSS.

### Phase 1 of FSS modernization will include the following:

- Introduction of the new FSS Stage Summary window.
- The replacement of the Stage Composition window with the Person List window.
- The Bridges to Health (B2H) window and several supporting windows.

\* Please note that the Progress Notes module of the FSS stage was originally included in this list, but has since been moved outside the scope of Phase 1. Progress Notes will be modernized in a build at a later date.

The staff that will be most affected by these changes are caseworkers and support staff who have *not* worked in the already modernized Investigation, Family Assessment Response (FAR), or FSI stages — especially voluntary agency foster care and preventive services staff.

To prepare for this build, the following supports are now available::

- A **Quick Start Guide: Changes to the CONNECTIONS FSS—Phase 1** is now available on the [Intranet](#) and [Internet](#). Please note that the Quick Start Guide contains references to Progress Notes changes in the FSS; these changes will occur at a later date and will not be included in Phase 1.
- **Tip Sheet: The Modernized Bridges to Health (B2H) Window in CONNECTIONS** targeting B2H staff is now available on the [Intranet](#) and [Internet](#).
- A **Readiness Checklist** to prepare Local Districts and Voluntary Agencies for Phase 1 of the FSS modernization is available on both the [Intranet](#) and [Internet](#). The checklist is targeted to district and agency administrators to guide them in steps to prepare for implementation.
- An **Impact Analysis** that summarizes the new features and impacts for district and agency management to consider is available on the [Intranet](#) and [Internet](#).
- **iLinc Training**, specifically targeting supervisors of units who work primarily in the FSS. These supervisors should then orient their staff to the changes. The course announcement and schedule is available on the [Intranet](#) and [Internet](#). Training began on April 20, 2015. Staff can register for training within STARS/HSLC at <http://www.hslnys.org/hslc>.
- **Web-Based Training (WBT)** is now available for all other staff who will be affected by the planned changes, mainly targeting staff who have not worked in CPS Investigation or FAR stages. Participants will receive a brief overview of the major changes, demonstration of the enhanced Person List and Stage Summary windows, and several opportunities for hands-on practice with these new windows. The course announcement and instructions are available on the [Intranet](#) and [Internet](#). Staff can register within STARS/HSLC at <https://www.hslnys.org/hslc>.

As always, **Regional CONNECTIONS Implementation Specialists** will be holding regional and on-site preparation meetings to orient staff to the changes and will be providing on-site support following the implementation where possible. A list of Implementation Specialists by region is available on the Contacts page of the [Intranet](#) and [Internet](#).