



# CONNECTIONS Build Bulletin

## New Build: Allegation Incident Date Requirements and Vacancy Control Modernization

***Scheduled for Implementation Friday, July 7th***

Enhancements to the CONNECTIONS application continue this summer with the implementation of incident date requirements for all substantiated allegations in CPS Investigations, as well as the modernization of the Vacancy Control module. Both changes to the application are scheduled for implementation on Friday, July 7th, in the normal morning maintenance window. A Quick Start Guide and Impact Analysis are now available, and linked to below, to assist staff in transitioning to the modernized Vacancy Control windows.

### ***Allegation Incident Date Requirements***

Upon implementation of the next build, incident dates will be required on all substantiated allegations in Investigation (INV) stages within CONNECTIONS.

In support of *Administrative Directive (ADM) 17-OCFS-ADM-03, Entry of Incident Date for Substantiated Allegations*, CONNECTIONS will require that an incident date be entered on the Allegations window whenever an allegation is substantiated. Users will be unable to save changes made to the Allegations window when they substantiate an allegation without first entering an incident date.

The ADM, which provides important background information, program implications, and required actions, is available on the OCFS Intranet site, here: <http://ocfs.state.nyenet/policies/external/>

### ***Vacancy Control***

The Vacancy Control module is used by OCFS Central and Regional Offices, NYC's Administration for Children's Services (ACS), and the Voluntary Agencies who serve NYC's foster care population. With this modernization, the Vacancy Control windows and functionality will become more uniform to all other areas in CONNECTIONS. Notably, workers who view and/or modify information in the module will experience a more streamlined path to content, as information will be consolidated onto fewer screens.

All security and access rules for who can view and modify information in the Vacancy Control windows will remain the same, but slight cosmetic and navigational changes will be made throughout the module, combining information that pertains to the same function into one window. For example, the Vacancy Control Search, Vacancy Control—Facility Search Results, and Bed Detail windows will be combined on one window, instead of three.

Other changes include a new Action dropdown field that will take the place of the Reserve, Unreserve, and Occupy buttons seen when searching for a bed. When accessed from a Workload or Resource path, the Action dropdown will include Occupied, Reserved, Temporarily Unavailable, and Vacant.

Reports such as Placement Tracking and Bed Detail will be available from links in the Outputs section on the left navigation pane.

### **Support Documentation and Assistance**

- An **Impact Analysis** that provides a more detailed overview of all changes to the Vacancy Control module is now available on both the [Intranet](#) and [Internet](#).
- A **Quick Start Guide** that describes all new functionality, including screenshots and step-by-step instructions, is now available on both the [Intranet](#) and [Internet](#).

### ***As always...***

CONNECTIONS Regional Implementation Staff will provide on-site support for this build. A list of Implementation Specialists, by region, is available on the *Contact Us* page of the [Intranet](#) and [Internet](#).