NYS Office of Children and Family Services
on the **road** to
transforming the Child Welfare Information System

..CONNECTIONS NEWS..
for the week of December 26, 2008 - January 2, 2009

Developing a more caseworker centric system

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

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FEATURED IN THIS EDITION

"Info to Know" for Caseworkers
- Q4-08 Improvement Plan Scheduled for Friday, January 23, 2009 ...pg. 1 ...more
- The CONNECTIONS Training Database Will Be Unavailable from 4:00PM on December 30th through December 31st ...pg. 2 ...more
- UPDATE - CONNECTIONS Records Retention Notification: Purge Program Is Completed ...pg. 2 ...more
- OCFS Data Warehouse News...Two Report Descriptions Have Been Updated on the OCFS Data Warehouse Page of the CONNECTIONS Intranet ...pg. 3 ...more
- A NEW INF Has Been Developed - 08-OCFS-INF-15 Changes to the Safety Assessment and Risk Assessment Profile ...pg. 3 ...more
- Two NEW CONNECTIONS Did You Know Tip Sheets - Did You Know How To Access the CONNECTIONS Intranet From a State PC Even If you Don't Have Internet Permission and Did You Know You Can Access the CONNECTIONS Internet Page If You Use SSL-VPN to Reach CONNECTIONS ...pg. 3 ...more

General *"Info to Know"*
- NEW Postings to the CONNECTIONS Intranet ... pg. 4 ...more
- Weekly System Maintenance ... pg. 4 ...more

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"Info to Know" for Caseworker

Q4-08 Improvement Plan Scheduled for Friday, January 23, 2009

CONNECTIONS Application Downtime

On January 23, 2009, OCFS will implement the Q4-08 Quarterly Improvement Plan. In order to migrate the new functionality to production, the CONNECTIONS application will not be available from Friday evening to Saturday morning. The specific schedule of application downtime will be communicated soon.

Q4-08 Improvement Plan

Q4-08 will include important enhancements to the CONNECTIONS application that support programmatic changes, some ease of use enhancements, and several system improvements. The major ease of use enhancements included in Q4-08 are recommendations from the Child Welfare System Transformation Business Team. The enhancements come from collaborative between OCFS, local district and voluntary agency casework and supervisory staff. Here is a list of the enhancement areas: Family Services Stage, Approvals, Permanency Hearing Report (PHR), Progress Notes, Investigation Stage, Foster and Adoptive Home Development (FAD), as well as System Messaging.

Q4-08 Highlights Document

The *Q4-08 Highlights* document presents a high-level overview of programmatic and application modifications and enhancements. It is one in a series of tools that define and describe in detail the system changes and enhancements that will be included in this Quarterly Improvement Plan. The *Q4-09 Highlights* will be available mid-week of this coming week.

Additional Q4-08 Tools

Other Q4-08 tools will be developed to aid in the implementation of these system improvements. These tools are listed below.

- Q4-08 Release Notes
- An update to online HELP
- An Impact Analysis document
- A Job Aid

CONX TRAINING DATABASE
The CONNECTIONS Training Database Will Be Unavailable…

from 4:00PM on December 30th through December 31st in order to update the data.

UPDATE - CONNECTIONS Records Retention Notification: Purge Program Is Completed

Please note that this notification is for local district staff only.
The Records Retention Purge Program that began on *Monday evening, December 15, 2008 is completed*. This program purged cases/stages listed in the September 15, 2008 "To Be Expunged" report.

OCFS Data Warehouse News…
Two Report Descriptions Have Been Updated on the OCFS Data Warehouse Page of the CONNECTIONS Intranet

This piece was in last week's edition of the CONNECTIONS NEWS.

The FASPs Due Calendar Report:
http://ocfs.state.nyenet/connect/datawarehouse/FASP%20Reports/FASPs%20Due%20Calendar%20-%20Data%20Definitions%20(11-18-08).doc
and the Children Served With Missing Clinical Diagnosis Report descriptions:
http://ocfs.state.nyenet/connect/datawarehouse/Children%20Served%20with%20Missing%20Clinical%20Diagnosis%20-%20Data%20Definitions%20vers%202.doc
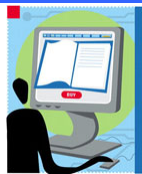have been updated on the OCFS Data Warehouse page of the CONNECTIONS intranet.

INF A NEW INF Has Been Developed - 08-OCFS-INF-15
Changes to the Safety Assessment and Risk Assessment Profile

This piece was in last week's edition of the CONNECTIONS NEWS.

The purpose of this informational letter is to provide social services districts and voluntary authorized agencies with information regarding the changes in the Safety Assessment and the Risk Assessment Profile. These changes were made to improve safety and risk assessment practices in order to reduce repeat maltreatment and abuse, and are supported by CONNECTIONS Q3-08. The following link provides direct access to the INF which is posted to the OCFS intranet.
http://ocfs.state.nyenet/policies/external/OCFS_2008/INFs/08-OCFS-INF-15%20Changes%20to%20the%20Safety%20Assessment%20and%20Risk%20Assessment%20Profile.pdf

Two NEW CONNECTIONS Did You Know Tip Sheets
- Did You Know Tip Sheet – How to Access the CONNECTIONS Intranet Page From a State PC Even If You Don't Have Internet Permission! - Did You Know You Can Access the CONNECTIONS Intranet Page If You Use SSL-VPN to Reach CONNECTIONS!

This piece was in last week's edition of the CONNECTIONS NEWS.

In an effort to provide system users with more information about CONNECTIONS "right at their fingertips", two NEW Did You Know Tip Sheets were developed by a member of our own Implementation Team. The following are the names and links to both tip sheets. Both Did You Know Tip Sheets are posted to the CONNECTIONS intranet and they both provide step-by-step instructions about how to access the CONNECTIONS intranet whether you access the application from a State PC or through SSL-VPN!

Did You Know Tip Sheet – How to Access the CONNECTIONS Intranet Page From a State PC Even If You Don't Have Internet Permission!
http://ocfs.state.nyenet/connect/jobaides/Did%20You%20Know%20-%20Intranet%20Access%20nov%2008.pdf

Did You Know You Can Access the CONNECTIONS Intranet Page If You Use SSL-VPN to Reach CONNECTIONS!
http://ocfs.state.nyenet/connect/jobaides/Did%20You%20Know%20-%20SSL-VPN%20Intranet%20Access%202.pdf
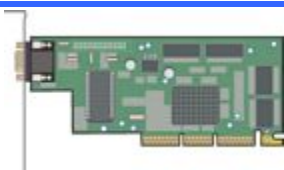
General "Info to Know"

NEW Postings to the CONNECTIONS Intranet

The following document(s) was recently posted to the CONNECTIONS intranet website:
- ▪ **The CONNECTIONS NEWS**
  http://ocfs.state.nyenet/connect/

Weekly System Maintenance

Due to regularly scheduled system maintenance, the CONNECTIONS application will not be available on…
- Wednesday, 12/31/08 from 5:00 AM – 7:00 AM
- Friday, 01/02/09 from 5:00 AM – 7:00 AM

Office of
Children & Family
Services
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Commissioner