

## FCSS – 280 AUTOMATION – VERSION 4.0 RELEASE NOTES

**IMPLEMENTATION DATE: NOVEMBER 18, 2018**

PAGE/MODULE	ENHANCEMENT DESCRIPTION
<b>PLACEMENT SEARCH REQUEST</b>	<ol style="list-style-type: none"> <li>1. Allow TA Supervisors and TAs to cancel Completed Search Requests.</li> <li>2. Provide users the option to export the entire placement search results to Excel.           <div style="text-align: center; margin-top: 10px;"> <a href="#" style="border: 1px solid #669966; padding: 2px 10px; color: inherit; text-decoration: none; margin-right: 10px;">Export Current Page to Excel</a> <a href="#" style="border: 1px solid #669966; padding: 2px 10px; color: inherit; text-decoration: none;">Export All Results to Excel</a> </div> </li> <li>3. Correct the label “Caregiver’s Ethinicity” under Home Characteristic(s) Section to “Caregiver’s Ethnicity”.</li> </ol>
<b>PLACEMENT PACKET REQUEST</b>	<ol style="list-style-type: none"> <li>4. Display a reminder when CSWs/SCSWs create a “Initial” or “Replacement” Placement Packet Request and the case already has an open (Status = Draft, Pending, Assigned or Completed) Placement Search.           <p style="margin-top: 10px; margin-left: 20px;"><i>Message should say, “This case currently has an active Placement Search Request. Please use the Placement Search Request link that is open for this case to select a home. If you would like to skip the search request, please cancel it to prevent a duplicate request.”</i></p> </li> <li>5. Modify the email alert logic to send the reassignment email alert to include the previously assigned TA.</li> <li>6. Under the “Placement Home” section, when users select one of the following values from the “Home Type” drop-down list:           <ol style="list-style-type: none"> <li>a) THP + FC</li> <li>b) FFACH</li> <li>c) FFACRFH</li> <li>d) Group Home</li> <li>e) STRTP</li> </ol> <p style="margin-top: 10px;">Convert the “Agency Name” field into a mandatory field. Display a red asterisk next to the field name indicating it’s a required field. Display a form validation message “*Agency Name required” if the field is blank when the Submit button is clicked.</p> </li> <li>7. Remove the mandatory requirement of the “Last name” and “First Name” fields when users select “THP + FC” from the Home Type drop-down. Delete the red asterisk next to the field names and any form validation and messages.</li> <li>8. Under the “Placement Home” section, when users select the value “Resource Family Home (RFH) (Includes Relative and NREFM)” from the “Home Type”</li> </ol>

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	<p>drop-down list, add the following field names and non-mandatory fields to allow the addition of a secondary Substitute Care Provider (SCP) information. Display these fields under a new “Secondary Substitute Care Provider (SCP) – Optional” section.</p> <ul style="list-style-type: none"><li>a) Secondary SCP First Name</li><li>b) Secondary SCP Last Name</li><li>c) Secondary SCP DOB</li><li>d) Secondary Relationship</li><li>e) Secondary Relative Relationship *</li></ul> <p>* Note this field is only displayed and enabled when the value “Relative Nonguardian” is selected from the “Secondary Relationship” field. The logic should be the same as the existing primary “Relationship” and “Relative Relationship” fields.</p> <p><b>9.</b> Reorganize and modify the “Placement Information” portion of the Placement Packet Request form to include the changes in #8 above.</p>
<b>MISCELLANEOUS REQUEST</b>	<p>10. Modify Level of Care (LOC) Action Type - Specialized Care Increment (SCI) rates drop-down list as follow:</p> <ul style="list-style-type: none"><li>a) “Mild” to “Tier 1”</li><li>b) “Moderate” to “Tier 2”</li><li>c) “Severe” to “Tier 3”</li></ul>
<b>REPORTS/LOGS</b>	<p>11. Create a web monthly static report that will display the following information for Regional Administrators, RE Manager, OHCMD Manager and LOC Manager to review and request updates as needed to BIS via service requests.</p> <ul style="list-style-type: none"><li>a) User’s First Name</li><li>b) User’s Last Name</li><li>c) User’s Title</li><li>d) User’s Role</li><li>e) A legend of what each role can do</li></ul> <p>Provide alternative ways of viewing the report in a PDF format or Excel spreadsheet. Display an icon and link to these alternatives at the top left of the report.</p>

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	<p>The following chart below will be used to correctly group the roles into their corresponding office/unit.</p> <table border="1"><thead><tr><th>Roles</th><th>Office/Unit</th></tr></thead><tbody><tr><td>Admin</td><td>Administrator</td></tr><tr><td>CSW</td><td>Corresponding Regional Office from CWS/CMS</td></tr><tr><td>SCSW</td><td>Corresponding Regional Office from CWS/CMS</td></tr><tr><td>ARA</td><td>Corresponding Regional Office from CWS/CMS</td></tr><tr><td>RA</td><td>Corresponding Regional Office from CWS/CMS</td></tr><tr><td>TA/ES</td><td>With the Type of "TA" in FCSS – Regional offices in in FCSS With the Type of "EW" in FCSS - Revenue Enhancement</td></tr><tr><td>TA/EW</td><td>With the Type of "TA" in FCSS – Regional offices in in FCSS With the Type of "EW" in FCSS - Revenue Enhancement</td></tr><tr><td>RMU/OHCMD</td><td>With the OFFICE field contains "OHC" - Out-of-Home Care Management Division All others – Revenue Enhancement</td></tr><tr><td>LOC</td><td>Bureau of Clinical Resource and Services</td></tr><tr><td>RC</td><td>Bureau of Clinical Resource and Services</td></tr><tr><td>ERCP</td><td>Corresponding Regional Office from CWS/CMS</td></tr><tr><td>Non Case Carrying CSW</td><td>Corresponding office in FCSS</td></tr><tr><td>View Only User</td><td>Corresponding office in FCSS</td></tr><tr><td>OHCMD</td><td>Out-of-Home Care Management Division</td></tr></tbody></table>	Roles	Office/Unit	Admin	Administrator	CSW	Corresponding Regional Office from CWS/CMS	SCSW	Corresponding Regional Office from CWS/CMS	ARA	Corresponding Regional Office from CWS/CMS	RA	Corresponding Regional Office from CWS/CMS	TA/ES	With the Type of "TA" in FCSS – Regional offices in in FCSS With the Type of "EW" in FCSS - Revenue Enhancement	TA/EW	With the Type of "TA" in FCSS – Regional offices in in FCSS With the Type of "EW" in FCSS - Revenue Enhancement	RMU/OHCMD	With the OFFICE field contains "OHC" - Out-of-Home Care Management Division All others – Revenue Enhancement	LOC	Bureau of Clinical Resource and Services	RC	Bureau of Clinical Resource and Services	ERCP	Corresponding Regional Office from CWS/CMS	Non Case Carrying CSW	Corresponding office in FCSS	View Only User	Corresponding office in FCSS	OHCMD	Out-of-Home Care Management Division
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	<p>12. Create store procedures and a log table to capture all update to user roles made from the user interface (UI). The following information should be included in the log:</p> <ul style="list-style-type: none"><li>a) Date and time of the transaction</li><li>b) Username that executed the transaction</li><li>c) Username of the staff whose role was modified</li><li>d) Staff's original role</li><li>e) Staff's changed role</li><li>f) Transaction type: "UI"</li></ul> <p>13. Create store procedures and a log table to capture all updates to user roles made from the nightly batch processes. The following information should be included in the log:</p> <ul style="list-style-type: none"><li>a) Date and time of the batch process</li><li>b) Username that executed the transaction</li><li>c) Username of the staff whose role was modified</li><li>d) Staff's original role</li><li>e) Staff's changed role</li><li>f) Transaction type: "Batch Process"</li></ul>
<b>MOBILE APPLICATION</b>  Placement Search Request	<p>14. Display defaulted home characteristics on Placement Search Requests if no values are selected by users for the following fields:</p> <ul style="list-style-type: none"><li>a) No. of Bed</li><li>b) Gender</li><li>c) Age</li></ul> <p>15. Correct the label "Caregiver's Ethinicity" under Home Characteristic(s) Section to "Caregiver's Ethnicity".</p>
<b>MOBILE APPLICATION</b>  Placement Packet Request	<p>16. Display information for the new Secondary Substitute Care Provider (SCP) section for RFH placements.</p>
<b>MOBILE APPLICATION</b>  Miscellaneous Request	<p>17. Display detail information for Level of Care (LOC) requests.</p> <p>18. Display detail information for Address Change requests.</p> <p>19. Display detail information for Infant Supplement Requests.</p>