

IMPLEMENTATION DATE: JULY 14, 2020

PAGE/MODULE	ENHANCEMENT DESCRIPTION		
<p>CAREGIVER HOME PROFILE MODULE</p>	<p>1. Modify the “Cert./Decert. Type” dropdown to display the following options for FFACRFH Home Type, and when an option is selected display the description of the option right below the field:</p> <ul style="list-style-type: none"> a. FFACRFH-RFA Rescinded b. FFACRFH-RFA Surrender c. FFACRFH-RFA Update d. FFACRFH-I RESCIND-Abuse/Neglect e. FFACRFH-I RESCIND-CCL Violations f. FFACRFH-O RESCIND-Deceased g. FFACRFH-V RESCIND-Adoptive Home h. FFACRFH-V RESCIND-Illness i. FFACRFH-V RESCIND-Legal Guardian j. FFACRFH-V RESCIND-Moved k. FFACRFH-V RESCIND-Retired l. FFACRFH-I RESCIND-Conduct m. FFACRFH-I RESCIND-Conviction n. FFACRFH-I RESCIND-Fraud o. FFACRFH-I RESCIND-Cooperation p. FFACRFH-I RESCIND-Supervision q. FFACRFH-I RESCIND-Home Environment r. FFACRFH-I RESCIND-Background Check s. FFACRFH-V RESCIND Portability-FFA to FFA t. FFACRFH-V RESCIND Portability-FFA to County <div data-bbox="456 1178 1292 1545" style="border: 1px solid black; padding: 5px;"> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 40%; vertical-align: top;"> <p>*Cert./Decert. Type</p> <p>*Start Date:</p> <p>End Date:</p> <p>*Change Reason</p> <p>Effective Date of Change</p> <p>*Upload Cert./Decert. Letter (LIC 05A)</p> </td> <td style="width: 60%; vertical-align: top;"> <p>Select</p> <p>FFACRFH-RFA Rescinded</p> <p>FFACRFH-RFA Surrender</p> <p>FFACRFH-RFA Update</p> <p>FFACRFH-I RESCIND- Abuse/Neglect</p> <p>FFACRFH-I RESCIND- CCL violations</p> <p>FFACRFH-O RESCIND- Deceased</p> <p>FFACRFH-V RESCIND- Adoptive</p> <p>FFACRFH-V RESCIND- Illness</p> <p>FFACRFH-V RESCIND- Legal Guardian</p> <p>FFACRFH-V RESCIND- Moved</p> <p>FFACRFH-V RESCIND- Retired</p> <p>FFACRFH-I RESCIND- Conduct</p> <p>FFACRFH-I RESCIND- Fraud</p> <p>FFACRFH-I RESCIND- Cooperation</p> <p>FFACRFH-I RESCIND- Supervision</p> <p>FFACRFH-I RESCIND- Home Environment</p> <p>FFACRFH-I RESCIND- Background Check</p> <p>FFACRFH-V RESCIND- PORTABILITY- FFA to FFA</p> <p>FFACRFH-V RESCIND- PORTABILITY- FFA to County</p> </td> </tr> </table> </div> <p>Certification History</p> <p>2. Modify the “Cert./Decert. Type” dropdown to display the following options for FFACH Home Type, and when an option is selected display the description of the option right below the field::</p> <ul style="list-style-type: none"> a) FFACRFH- RFA Approved b) FFACH-Certification c) FFACH-Recertification d) FFACH-Clean Up- Invol Dcrt 	<p>*Cert./Decert. Type</p> <p>*Start Date:</p> <p>End Date:</p> <p>*Change Reason</p> <p>Effective Date of Change</p> <p>*Upload Cert./Decert. Letter (LIC 05A)</p>	<p>Select</p> <p>FFACRFH-RFA Rescinded</p> <p>FFACRFH-RFA Surrender</p> <p>FFACRFH-RFA Update</p> <p>FFACRFH-I RESCIND- Abuse/Neglect</p> <p>FFACRFH-I RESCIND- CCL violations</p> <p>FFACRFH-O RESCIND- Deceased</p> <p>FFACRFH-V RESCIND- Adoptive</p> <p>FFACRFH-V RESCIND- Illness</p> <p>FFACRFH-V RESCIND- Legal Guardian</p> <p>FFACRFH-V RESCIND- Moved</p> <p>FFACRFH-V RESCIND- Retired</p> <p>FFACRFH-I RESCIND- Conduct</p> <p>FFACRFH-I RESCIND- Fraud</p> <p>FFACRFH-I RESCIND- Cooperation</p> <p>FFACRFH-I RESCIND- Supervision</p> <p>FFACRFH-I RESCIND- Home Environment</p> <p>FFACRFH-I RESCIND- Background Check</p> <p>FFACRFH-V RESCIND- PORTABILITY- FFA to FFA</p> <p>FFACRFH-V RESCIND- PORTABILITY- FFA to County</p>
<p>*Cert./Decert. Type</p> <p>*Start Date:</p> <p>End Date:</p> <p>*Change Reason</p> <p>Effective Date of Change</p> <p>*Upload Cert./Decert. Letter (LIC 05A)</p>	<p>Select</p> <p>FFACRFH-RFA Rescinded</p> <p>FFACRFH-RFA Surrender</p> <p>FFACRFH-RFA Update</p> <p>FFACRFH-I RESCIND- Abuse/Neglect</p> <p>FFACRFH-I RESCIND- CCL violations</p> <p>FFACRFH-O RESCIND- Deceased</p> <p>FFACRFH-V RESCIND- Adoptive</p> <p>FFACRFH-V RESCIND- Illness</p> <p>FFACRFH-V RESCIND- Legal Guardian</p> <p>FFACRFH-V RESCIND- Moved</p> <p>FFACRFH-V RESCIND- Retired</p> <p>FFACRFH-I RESCIND- Conduct</p> <p>FFACRFH-I RESCIND- Fraud</p> <p>FFACRFH-I RESCIND- Cooperation</p> <p>FFACRFH-I RESCIND- Supervision</p> <p>FFACRFH-I RESCIND- Home Environment</p> <p>FFACRFH-I RESCIND- Background Check</p> <p>FFACRFH-V RESCIND- PORTABILITY- FFA to FFA</p> <p>FFACRFH-V RESCIND- PORTABILITY- FFA to County</p>		

IMPLEMENTATION DATE: JULY 14, 2020

- e) FFACH-Clean Up-Vol Dcrt
- f) FFACH-I DCRT-Abuse/Neglect
- g) FFACH-I DCRT-Agcy Std Not Met
- h) FFACH-I DCRT-CCL Violations
- i) FFACH-O DCRT-Deceased
- j) FFACH-V DCRT-Adoptive Home
- k) FFACH-V DCRT-Different Agency
- l) FFACH-V DCRT-Illness
- m) FFACH-V DCRT-Legal Guardian
- n) FFACH-V DCRT-Moved
- o) FFACH-V DCRT-Retired

Certification

Update Cancel

*Cert./Decert. Type Select
FFACRFH-RFA Approved
FFACH-Certification
FFACH-Recertification
FFACH-Clean Up-Invol Dcrt
FFACH-Clean Up-Vol Dcrt
FFACH-I DCRT- Abuse/Neglect
FFACH-I DCRT- Agcy Std Not Met
FFACH-I DCRT- CCL Violations
FFACH-O DCRT- Deceased
FFACH-V DCRT- Adoptive Home
FFACH-V DCRT- Different Agency
FFACH-V DCRT- Illness
FFACH-V DCRT- Legal Guardian
FFACH-V DCRT- Moved
FFACH-V DCRT- Retired

*Start Date:

End Date:

*Change Reason

Effective Date of Change

*Upload Cert./Decert. Letter (LIC 05A)

3. Modify the 'Certification' screen for FFACH home as below to prevent data entry mistakes.

Certification

Save Cancel

Cert./Decert. Type * FFACRFH-RFA Approved

Start Date: * (mm/dd/yyyy)

End Date: (mm/dd/yyyy)

Change Reason * Conversion

Effective Date of Change (mm/dd/yyyy)

Upload Cert./Decert. Letter (LIC 05A) * Browse...

When the "Update Certification" button is clicked for a FFACH home, add a new Mandatory question before Cert//Decert. Type field as follow:

- a. Question text: **“Is this a request to convert a Certified Home to Resource Family Home”** with the “Yes” and “No” radio buttons:

IMPLEMENTATION DATE: JULY 14, 2020

b. Logic:

- ✓ When 'Yes' radio button is checked:
 - "FACRFH - RFA Approved" value should be defaulted in Cert./Decert. field drop down and should be grayed out (read only).
 - "Conversion" value should be defaulted in Change reason field and should be grayed out (read only).
- ✓ When 'No' radio button is selected:
 - All the other values in Cert./Decert. type dropdown should be displayed except for 'FFARCFH - RFA Approved'. 'Select' value should be defaulted
 - All the other values in Change Reason dropdown should be displayed except for 'Conversion'. 'Select' value should be defaulted

Note:

- a. All the fields under Certification grid should not be open for editing until the Yes or No question is answered.
- b. When answer is changed from Yes to No then the "Cert./Decert. type" and "Change Reason" fields should be defaulted to "Select" and vice versa.

4. Add the following selections in the Change Reason dropdown:

- a) Conversion
- b) Annual Update

The screenshot shows a form with several fields. The 'Change Reason' field is the focus, with its dropdown menu open. The dropdown menu lists the following options: 'Select', 'Conversion', 'Annual Update', 'No Reason', 'Certified Capacity', 'Age range of Children', 'Gender Preferences', 'Caregiver Name', 'Preferences', 'Address Change', 'License Number', and 'Phone'. The 'Conversion' and 'Annual Update' options are highlighted with a red box. Other fields in the form include 'Cert./Decert. Type' (dropdown), 'Start Date' and 'End Date' (calendar pickers), and 'Upload Cert./Decert. Letter (LIC 05A)' (text input). Below the form is a 'Certification History' section.

Note:

FCSS – 280 AUTOMATION – VERSION 4.4 RELEASE NOTES

IMPLEMENTATION DATE: JULY 14, 2020

- ✓ “Select” Value should be defaulted for this Dropdown except for the FFACH Conversion request.
- ✓ ‘Conversion’ value should not be in this dropdown for FFACRFH home type.

5. Add an “*” next to the following fields to indicate required fields add an explanation “* Required Field” in the right hand corner of the data entry section.

- a) Cert./Decert. Type:
- b) Start Date:
- c) Change Reason
- d) Upload Cert./Decert. Letter (LIC 05A)

Note: display the Error Message for missing data as follow:

- Missing Name: “Please enter Cert./Decert. Type”
- Missing Certification Date: “Please enter Start Date”
- Missing Change Reason: “Please enter Change Reason”
- Missing upload file: “Please upload Cert./Decert. Letter (LIC 05A)”

6. Change the text “Upload Cert./Decert. Letter (LIC 1985 or LIC 229)” to “Upload Cert./Decert. Letter (LIC 05A).”

7. When a home is selected, the certification fields should be cleared and should not show the recent certification history and the following are updated:

- a. Change the Edit button label to Update Certification.

The screenshot shows a web form titled "Certification". At the top left, there is a button labeled "Update Certification" which is highlighted with a red rectangular box. Below the button, the form contains several fields:

- *Cert./Decert. Type: A dropdown menu with "Select" as the current value.
- *Start Date: A date input field with a calendar icon.
- End Date: A date input field with a calendar icon.
- *Change Reason: A dropdown menu with "Select" as the current value.
- Effective Date of Change: A date input field with a calendar icon.
- *Upload Cert./Decert. Letter (LIC 05A): A text input field followed by a blue "Browse" button.

- b. After the Update Certification button is clicked, change the Update button label to Save for users to save the updates.

IMPLEMENTATION DATE: JULY 14, 2020

	<div data-bbox="500 237 1550 636" data-label="Form"> <p>The screenshot shows a 'Certification' form with the following fields: <ul style="list-style-type: none"> *Cert./Decert. Type: Select (dropdown menu) *Start Date: [calendar icon] End Date: [calendar icon] *Change Reason: Select (dropdown menu) Effective Date of Change: [calendar icon] *Upload Cert./Decert. Letter (LIC 05A): [text input] [Browse button] </p> </div> <p>7. When the Save button is clicked, Add the logic to handle the FFA update action to the RFH as follow:</p> <ol style="list-style-type: none"> If it is an FFACRFH Approval with the Change Reason of “Conversion” – email RMU and OHCMD for their necessary actions in CWS/CMS and FCSS (see attached Conversion flowchart for the appropriate actions) and insert the home record in the RFA Approval Requests grid on the Caregiver Management screen. If it is an FFACRFH Update – email RMU and OHCMD for their necessary actions in CWS/CMS and FCSS (see Annual Update flowchart for the appropriate actions) and insert the home record in the Certification Updates grid on the Caregiver Management screen. If it is an FFA Surrender for Rescindment – email RMU for their necessary actions in CWS/CMS and FCSS (see attached Rescindment flowcharts for the appropriate actions) and insert the home record in the Decertification/Rescinded/Surrender grid on the Caregiver Management screen <p>8. Remove the RFH, FFH and SFH Home types from Vendor Drop Down in caregiver home Profile Page.</p> <p>9. For THP Home type, disable the edit button which will allow the user to go Certification Page.</p>
<p>CAREGIVER HOME PROFILE – ADD NEW HOME FUNCTION</p>	<p>The following changes are made to allow FFAs to submit requests to add a newly approved FFACRFH:</p> <ol style="list-style-type: none"> When the Add New Home button is clicked, defaulted the value of “FFACRFH-RFA Approved” to the “Cert. Type:” dropdown.

FCSS – 280 AUTOMATION – VERSION 4.4 RELEASE NOTES

IMPLEMENTATION DATE: JULY 14, 2020

The screenshot shows a 'Home Profile' form. At the top is an 'Add New Home' button. Below it is a table with the following columns: #, Home Name, Cert. Start Date, Cert. End date, Certification File, and Certification type. The table contains five rows of data. Below the table is a form for adding a new home with fields for Name, Certification Date (with a calendar icon), Cert. Type (a dropdown menu), and Cert. Status. There is also a field for 'Upload Cert./Decert. Letter (LIC 05A)' with a 'Browse...' button. At the bottom are 'Add New Home' and 'Cancel' buttons.

#	Home Name	Cert. Start Date	Cert. End date	Certification File	Certification type
1		05/05/2019	05/19/2020		Certification(The initial certification of a new certified home)
2		05/13/2019	05/12/2020		Certification(The initial certification of a new certified home)
3		04/25/2019	04/24/2020		Certification(The initial certification of a new certified home)
4		04/01/2019	03/31/2020		Certification(The initial certification of a new certified home)
5		03/01/2019	02/29/2020		Certification(The initial certification of a new certified home)

2. Add an “*” next to the following fields to indicate required fields add an explanation “* Required Field” in the right hand corner of the data entry section:

- a) Cert/Decert. Type:
- b) Start Date:
- c) Change Reason
- d) Upload Cert./Decert. Letter (LIC 05A)

Note: Display the Error Message for missing data as follow:

- Missing Name: “Please enter Cert./Decert. Type”
- Missing Certification Date: “Please enter Start Date”
- Missing Change Reason: “Please enter Change Reason”
- Missing upload file: “Please upload Cert./Decert. Letter (LIC 05A)”

3. Change the text “Upload Cert./Decert. Letter (LIC 1985 or LIC 229)” to “Upload Cert./Decert. Letter (LIC 05A).”

4. When the Add New Home button is clicked, add the new logic to do the following:

- a. Send an email alert to RMU and OHCMD for their necessary actions in CWS/CMS and FCSS (see attached Newly Approved Home flowchart for the appropriate actions).
- b. Insert the home record in **RFA Approved Requests** grid on the Caregiver Management screen.
- c. Insert the home in the Caregiver Home Profile screen under **Home Information** section after the home is created in CWS/CMS with the new special project code of “FFACRFH-RFA Approved.”

IMPLEMENTATION DATE: JULY 14, 2020

CAREGIVER HOME PROFILE – HOME INFORMATION SECTION

1. Add Facility Type column on the Home Information section before the Home Name column.

CAREGIVER HOME PROFILE
 License Update / Excel Export / Add New Home User Information: BOWEN GOSWAMI

Vendor:
 Facility:

Vendor Information
 Name: Vendor ID:
 Address: Type: FFA:
 Phone #: Status: Active

License Information
 FFA: License #: Hold Status: Not On Hold
 License Status: Hold Reason:

Home Information
 Home Status: Certification Status: Home Count SE Advance Search

Facility Type	Home Name	Home Address	caregiver	Age From	Gender	Max. Capacity	Provider Count	Provider Bed Avail	At Capacity	Certification Status	Hold Status
FFACH				0-10	MF	3	0	3	N	ACTIVE	NOT ON HOLD
FFACH				0-17	MF	4	1	1	N	ACTIVE	NOT ON HOLD
FFACRFH				15-18	MFJ	1	0	1	N	DECOMPIED	NOT ON HOLD
FFACRFH				0-17	MF	2	1	0	N	ACTIVE	NOT ON HOLD

2. Apply the same logic to change the certification status to “Expired” for past due FFACRFH homes by looking at the Special Project Code date in FCSS, and display the updated home status under Certification Status column on the Home Information grid.

CAREGIVER HOME PROFILE MODULE - MANAGE LA CONTRACTOR PAGE

The following changes are done to allow OHCMD QAS to assign staff to each FFA home.

1. Change the page name and navigation menu Label to Manage LA Contractors

DCFS-280 Placement Search Configuration Reports Caregiver FFA **RMU/OHCMD** Utilities Help Logoff

Manage LA Contractor

Staff Name: License N

Buttons: Add FFA, Caregiver Home Manage, Manage LA Contractor, LRS Voucher Discrepancy Report, Caregiver Vendor Manage

2. Rename the text “Assigned Staff” to “RMU Assigned Staff” in the data FFA Information Section and in the grid.

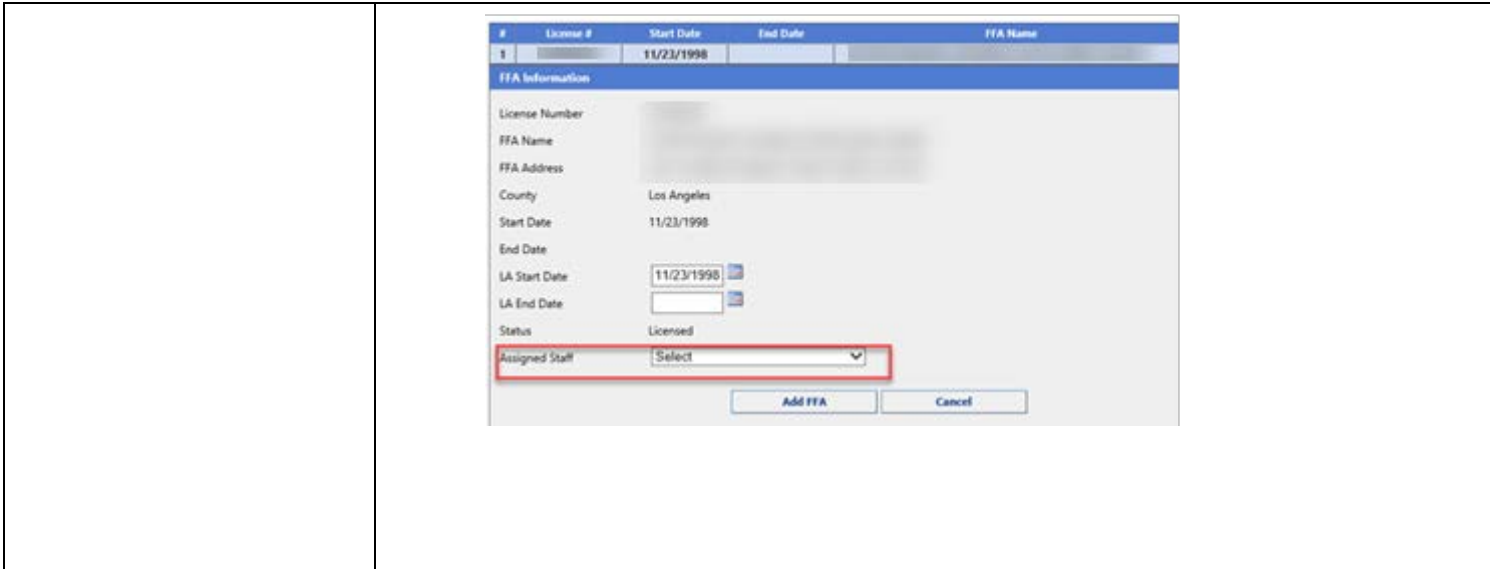
FCSS – 280 AUTOMATION – VERSION 4.4 RELEASE NOTES

IMPLEMENTATION DATE: JULY 14, 2020

License #	Start Date	End Date	LA Start Date	LA End Date	FFA Name	FFA Address	FFA County	Status	RMU Assigned Staff	QAS
1	02/01/2019	02/01/2019					Flam	Licensed		
2	05/09/1993	05/09/1993					Los Angeles	Licensed		
3	08/07/1993	08/07/1993					Los Angeles	Licensed		
4	08/17/2008	08/17/2008					Los Angeles	Licensed		
5	08/28/2008	08/28/2008					Los Angeles	Licensed		

3. Apply the following logic to the page:
 - a. When RMU/OHCMD staff login they should be able to only view the Licenses assigned to them in LA Contactor Page.
 - b. When RMU/OHCMD Supervisors login, they should be able to only view and only update their own staff's assignment.
4. When the "Add FFA" button is clicked, user will be redirected to Manage LA Contactor screen, make the following changes on the screen:
 - a. Rename the text "Assigned Staff" to "RMU Assigned Staff" in the FFA Information Section and in the above data grid.
 - b. Add a new "QAS Assigned Staff" dropdown below the "RMU Assigned Staff" in the FFA information Section and the above data grid. The dropdown is prepopulated with the list of OHCMD staff.
 - c. When the Update button is clicked, update the new record in the data grid accordingly.
 - d. When RMU Supervisors login, they should be able to only update RMU Assigned Staff field.
 - e. When OHCMD Supervisors login, they should be able to only update QAS Assigned Staff field.

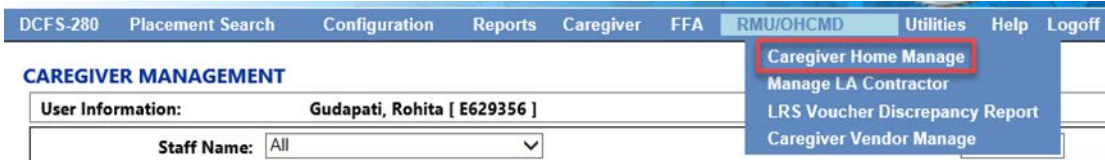
IMPLEMENTATION DATE: JULY 14, 2020



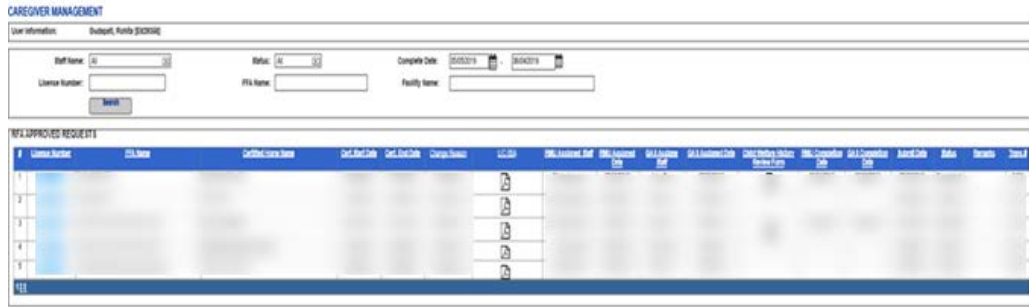
CAREGIVER HOME PROFILE MODULE - CAREGIVER MANAGEMENT PAGE

Modify the data grids on this screen to add the OHCMD QAS process.

1. Modify the navigation menu label from Caregiver Home Manage to Caregiver Management.



2. Modify the search logic as follow:



- a. When RMU Supervisor logs in, then the Staff Name dropdown should have a list of RMU Staff and Complete Date search field should search for RMU Completion Date.
- b. When OHCMD Supervisor logs in, then the Staff Name dropdown should have a list of OHCMD Staff and Complete Date search field should search for QAS Completion Date.

IMPLEMENTATION DATE: JULY 14, 2020

3. Change the “Initial Certification Request” data grid title to “RFA APPROVED REQUESTS.”
4. Make the following changes to the data grid:
 - a. Change the column title “File Link” to “LIC 05A” and change the format of the document link to a PDF icon.
 - b. Change the column title “Assigned To” to “RMU Assigned Staff.”
 - c. Change the column title “Assigned Date” to “RMU Assigned Date.”
 - d. Add new “QAS Assigned Staff” column.
 - e. Add new column “Child Welfare History Review Form” the link to the document in this column is a PDF icon. PDF icon should be displayed only when the document is uploaded.
 - f. Change the column title “Complete Date” to “RMU Completion Date.”
 - g. Add new column “QAS Completion Date.”
5. Apply the following logic to the data displayed on the grid:
 - a. When RMU/OHCMD Staff logins, they should only see their assigned license numbers.
 - b. When RMU/OHCMD Supervisor logins, they should see all the license numbers.
 - c. When RMU/OHCMD Staff do not have any assigned licenses, then it should not show any data.
6. Make the following changes in the RFA Approved Home Information Section:
 - a. Change the label “Assigned Staff” to “RMU Assigned Staff.”
 - b. Change the label “Completion Date” to “RMU Completion Date.”
 - c. Add a “On Hold” checkbox next to the License Number field to indicate if a license is on hold in CWS/CMS.

Note: To get the Hold status from CWS/CMS, compare the home name and License number from FCSS table to DataMart to find a match. If there is match display the status if not, show the status as Not Found.
 - a. Add a new “QAS Assigned Staff” dropdown.
 - b. Add a new upload function labeled “Child Welfare History Review Form” for QAS staff to upload the document.
 - c. Add a new date field “QAS Completion Date” for QAS staff to enter the completion date.
 - d. For Status column, it should be changed to ‘Closed’ only when both RMU and QAS completion dates are updated.
 - e. Records created before implementation date should not have any data under QAS Assigned Staff, QAS Assigned Date and Child Welfare History Review Form rows in the RFA Approved Requests grid.

FCSS – 280 AUTOMATION – VERSION 4.4 RELEASE NOTES

IMPLEMENTATION DATE: JULY 14, 2020

7. When update button is clicked, an email alert should go out to QAS Staff.

Note: When RMU Staff/Supervisors login, they should be able to only update RMU Assigned staff and RMU Completion Date fields. All the remaining three columns QAS Assigned Staff, Upload, QAS Completion date should be only updated/entered by QAS Staff/Supervisors.

8. Change the “Recertification” data grid title to “CERTIFICATION UPDATES.”

CERTIFICATION UPDATES

#	License Number	FFA Name	Certified Home Name	Cert. Start Date	Cert. End Date	Change Reason	File Link	RMU Assigned To	RMU Assigned Date	RMU Complete Date	Submit Date	Status	Remarks	Trans #
1														
2														
3														
4														
5														
12														

9. Make the following changes to the CERTIFICATION UPDATES data grid:

- a. Change the column title “File Link” to “LIC 05A” and change the link to the document to a PDF icon.
- b. Change the column title “Assigned To” to “RMU Assigned Staff.”
- c. Change the column title “Assigned Date” to “RMU Assigned Date.”
- d. Change the column title “Complete Date” to “RMU Completion Date.”
- e. Add new column “QAS Assigned Staff.”
- f. Add new column “Child Welfare History Review Form” the link to the document in this column is a PDF icon. PDF icon should be displayed only when the document is uploaded.
- g. Add new column “QAS Completion Date.”
- h. Add new column “Home Type” next to Home Name.
- i. All the new Conversion Requests after implementation date should be saved here as well.
- j. QAS Staff/Supervisor should be able to only update Conversion requests after Release 4.4 implementation. Remaining all other requests should be read only.
- k. For conversion requests, Status column should be changed to ‘Closed’ only when both RMU and QAS completion dates are updated.
- l. Conversion requests created before Release 4.4 implementation date should not have any data under QAS Assigned Staff, QAS Assigned Date and Child Welfare History Review Form columns and also should be unavailable for QAS to update

Note:

- When RMU Staff login, they should only see their assigned license numbers.

IMPLEMENTATION DATE: JULY 14, 2020

- When RMU Supervisors login, they should see all license numbers.
- When OHCMD Staff login, they should be only able to view the licenses assigned to them. The License Number link should be disabled for editing.
- When OHCMD Supervisor logins, they should be able to view all the licenses. The License Number link should be disabled for editing.

10. Make the following changes to the Certification Update Home Information section:

- a) Change the column title “Assigned To” to “RMU Assigned Staff.”
- b) Change the column title “Complete Date” to “RMU completion Date.”
- c) When RMU Completion Date is updated then an email alert should be sent out to QAS Staff of the completion.



Note: OHCMD staff/Supervisors should not be able to update RMU Assigned Staff and RMU Completion Date Column

11. Change the “Decertification” data grid title to **“DECERTIFICATION/RESCINDED/SURRENDER”**



12. Make the following changes to the DECERTIFICATION/RESCINDED/SURRENDER data grid:

- a. Change the column title “File Link” to “LIC 05A” and change the link to the document to a PDF icon.

IMPLEMENTATION DATE: JULY 14, 2020

- b. Change the column title “Assigned To” to “RMU Assigned Staff.”
- c. Change the column title “Assigned Date” to “RMU Assigned Date.”
- d. Change the column title “Complete Date” to “RMU completion Date.”
- e. Add new column “Home Type” next to Home Name.

Note: the following is the logic for the page:

- When RMU Staff logins, they should only see their assigned license numbers.
- When RMU Supervisor logins, they should see all the license numbers.
- When OHCMD Staff logins, they should be only able to view the licenses assigned to them. The License Number link should be disabled for editing.
- When OHCMD Supervisor logins, they should be able to view all the licenses. The License Number link should be disabled for editing.

13. Make the following changes to the Decertification/Rescinded/Surrender Home Information section:

- a. Change the column title “Assigned To” to “RMU Assigned Staff.”
- b. Change the column title “Complete Date” to “RMU completion Date.”

Note: OHCMD staff/Supervisor should not be able to update RMU Assigned Staff and RMU Completion Date Column.

IMPLEMENTATION DATE: JULY 14, 2020

CAREGIVER HOME PROFILE - UTILITIES - MANAGE RMU/OHCMD USERS – MANAGE RMU SCREEN

1. Update the screen label to “Manage RMU” when a RMU Supervisor/staff Logins.
2. Update the screen label to “Manage OHCMD” when an OHCMD Supervisor/staff Logins



Note: Status column drop down should be disabled. It should show Active by default.

3. Add a flag to indicate if a user is RMU or OHCMD QAS.
4. Add a new Page/Screen to manage OHCMD QAS Users similar to RMU with the following logic:
 - a. Only Supervisor role should be able to add/remove the staff.
 - b. FCSS Admin should be able to view both grids Manage RMU and Manage OHCMD.
5. Use the newly created flag in #3 above to implement the control to only allow RMU users to update the RMU Assignment Staff and/or RMU Completion Date field in the following:
 - a. Manage LA Contractor

FCSS – 280 AUTOMATION – VERSION 4.4 RELEASE NOTES

IMPLEMENTATION DATE: JULY 14, 2020

Manage LA Contactor

Staff Name: License Number: FFA Name: FFA Address:

#	License #	Start Date	End Date	LA Start Date	LA End Date	FFA Name	FFA Address	FFA County	Status	RMU Assigned Staff	QAS Assigned Staff	Trans Date
1												
2												
3												
4												
5												
6												
7												
8												
9												
10												
11												
12												

1224 FFA Information

License Number:
 FFA Name:
 FFA Address:
 Start Date:
 End Date:
 LA Start Date:
 LA End Date:
 RMU Assigned Staff:
 QAS Assigned Staff:

b. Caregiver Management – RFA APPROVED REQUESTS grid

RFA Approved Home Information

License Number:
 Agency Name:
 Home Name:

Hold Status:

RMU Assigned Staff:
 RMU Completion Date:

QAS Assigned Staff:
 Upload (Child Welfare History Review Form):

QAS Completion Date:

c. Caregiver Management – CERTIFICATION UPDATES grid

CERTIFICATION UPDATES

#	License Number	FFA Name	Certified Home Name	Cert Start Date	Cert End Date	Change Reason	File Link	RMU Assigned To	RMU Assigned Date	RMU Complete Date	Submit Date	Status	Remarks	Trans #
1														
2														
3														
4														
5														
12														

**d. Caregiver Management –
DECERTIFICATION/RESCINDED/SURRENDER grid**

FCSS – 280 AUTOMATION – VERSION 4.4 RELEASE NOTES

IMPLEMENTATION DATE: JULY 14, 2020

Decertification/Rescinded/Surrender Home Information

License Number

Agency Name

Home Name

RMU Assigned Staff

RMU Completion Date

Update Cancel

6. Use the newly created flag in #3 above to implement the control to allow only OHCMD QAS users to update QAS Assigned Staff and/or QAS Completion Date field for the following:
- a. Manage LA Contractor
 - b. Caregiver Management – RFA APPROVED REQUESTS grid

REPORTS

Create a new Report under Reports Tab with the Title 'Annual Updates Due' as described below:

When the report is selected from the Report Tab, the dynamic real-time report screen below with the following fields:

ANNUAL UPDATES DUE

Report:

FFA Name:

Create Report

IMPLEMENTATION DATE: JULY 14, 2020

#	License Number	Locality	EEA Name	Certified Home Name	Cert. Start Date	Cert. End Date
1					07/13/2018	07/12/2018
2					07/13/2018	07/12/2018
3					07/13/2018	07/12/2018
4					07/13/2018	07/12/2018
5					07/13/2018	07/12/2018
6					07/13/2018	07/12/2018

a. 'Report' drop down:

Values:

- ✓ Annual Updates Due in 60 Days
- ✓ Annual Updates Due in 30 Days
- ✓ Annual Updates Past Due

Logic:

- When 'Annual Updates Due in 60 Days' option is selected, generate a report to pull all Active FFACRFH Homes for the selected FFA with the 'Cert. End Date' is 60 days from the current date.
- When 'Annual Updates Due in 30 Days' option is selected, generate a report to pull all Active FFACRFH Homes for the selected FFA with the 'Cert. End Date' is 30 days from the current date.
- When 'Annual Updates Due' option is selected, generate a report to pull all Active FFACRFH Homes for the selected FFA with the 'Cert. end date' is a day after the 'Cert. End Date'.

b. 'FFA Name' drop down:

Values:

all LA County contracted FFA Agencies with the defaulted value of "All"

Logic:

- When user selects an agency, generate the selected report for all homes under the agency.
- When 'All' value is selected, generate the selected report grouped by FFA Name and by Cert. End date.

a. Allow users to export the report into Pdf, Excel and Word Format.

b. This report should be only accessible for RMU/OHCMD and Admin User Roles.

FCSS – 280 AUTOMATION – VERSION 4.4 RELEASE NOTES

IMPLEMENTATION DATE: JULY 14, 2020

CAREGIVER HOME PROFILE MODULE - ACTION LOG	Create an Action Log to capture all actions performed by users for Caregiver Home profile, Caregiver Voucher, and Covina 71 modules.
DCFS 280 MODULE - PLACEMENT HOME SEARCH PAGE	Change the placement home search logic to display placement home search results randomly. <ul style="list-style-type: none">a. When no Facility Type check boxes is checked, display all the homes in the order listed on the Placement Search screen. The first home type should be combination of RFH+FFH followed by remaining home types.b. When a particular facility type checkbox(es) selected for a search, the results should be grouped by Facility Type in the order appears on the Placement Search Screen, and the homes are listed randomly within a Facility Type.