

# ..CONNECTIONS NEWS..

*for the week of February 11 - 18, 2011*

*CONNECTIONS Intranet site:* <http://ocfs.state.nyenet/connect/>

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## *"Info to Know" for Caseworkers*



### *The February 2011 Records Retention Run Is Coming*

The February 2011 records retention run cycle is coming. The eighth run cycle is scheduled to begin on February 28<sup>th</sup> and will *purge stages through 9/20/2010; with a "To Be" date of 12/20/2010.*

A schedule of the Records Retention run cycle is posted below. As you are aware, the schedule includes the plan to "catch up" with the Records Retention runs, since they had been "on hold" for a number of months. There will be a recurring sequence of 'To Be Expunged Reports', and a subsequent purge every 5 weeks or so until we are "caught up". If you have any further questions on this topic, please contact your regional CONNECTIONS Implementation Specialist.

## Records Retention Schedule

Cycle #	Cycle Start Date	Cycle Complete	Purges Stages Thru	To Be Date
1complete	06/28/2010	07/3/2010	12/19/2009	03/20/2009
2complete	08/2/2010	08/82010	03/20/2009	06/20/2009
3complete	09/07/2010	9/11/2010	06/20/2009	09/20/2009
4complete	10/12/2010	10/17/2010	09/20/2009	12/20/2009
5complete	11/15/2010	11/20/2010	12/20/2009	03/20/2010
6complete	12/20/2010	12/25/2010	03/20/2010	06/20/2010
7complete	01/24/2011	01/29/2011	06/20/2010	09/20/2010
8	02/28/2011	03/02/2011	09/20/2010	12/20/2010
9	04/04/2011	04/09/2011	12/20/2010	03/20/2011
10	05/09/2011	05/14/2011	03/20/2011	05/14/2011
11	08/15/2011	08/20/2011	05/14/2011	resumes normal schedule



### ***AFCARS: January 2011 Children with Missing Clinical Diagnosis Report***

**Please note:** Not all children were reported on the January 2011 Children with Missing Clinical Diagnosis report. Therefore, children may appear on the February 2011 report that were erroneously omitted from the January 2011 report. We apologize for this error and have taken steps to eliminate this problem in the future.



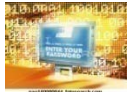
### ***The Winter 2011 NYPWA Conference PowerPoint Presentation -- CONNECTIONS Transformation 2011 --***

The winter 2011 NYPWA workshop presentation topic - **CONNECTIONS Transformation 2011** - highlights changes that will be implemented within the transformed application. For your convenience, a copy of the PowerPoint used in the presentation is attached below. Please note that the PowerPoint is also posted to the CONNECTIONS intranet as well.



2011 NYPWA Winter Conference 2-2.pdf

## *General "Info to Know"*



### *Upgrade to Microsoft Office 2007 in Greene, Delaware and Broome Counties This Weekend*

OFT and IT will be pushing Microsoft Office 2007 to Greene, Delaware and Broome counties this weekend. We will continue to work with OTDA and move forward to the counties who have not yet received the Office 2007 upgrade. If there are locations that either would like to have their sites upgraded sooner rather than later, or would like to have some PC's upgraded for testing, please send an email to the following mailbox: [ocfs.sm.it.office2007](mailto:ocfs.sm.it.office2007).

### **NEW GIS Message: # 11-001**

#### *New CCRS Codes and Related Reporting Procedures for Re-entry of Former Foster Care Youth 18 to 21 Years of Age*

GIS #: 11-001

Effective Date: 2/8/11

TO: Directors of Services

FROM: Paul Gavry

#### **SUGGESTED**

**DISTRIBUTION:** Casework Supervisors, Caseworkers and Data Entry Operators

**CONTACT:** AppHelp mailbox: [ocfs.sm.conn\\_app@ocfs.state.ny.us](mailto:ocfs.sm.conn_app@ocfs.state.ny.us) or OCFS IT Operations at 1-800-342-3727

The purpose of this General Information System (GIS) message is to advise local departments of social services (LDSS) that new CCRS legal event codes are available for use regarding re-entry of former foster care youth 18 to 21 years of age. Procedural and related system implications are also described.

These changes stem from provisions of Chapter 342 of the Laws of 2010 and related amendments to federal and state law that permit former foster youth between the ages of 18 and 21 to re-enter foster care under certain circumstances and to provide notice to a youth transitioning out of care of his or her right to re-enter care. Chapter 342 became effective November 11, 2010. An ADM is forthcoming.

#### **CONNECTIONS**

Currently, CONNECTIONS does not allow the tracking of a youth 18 years of age or older. Tracking of age 18+ youth will not be available to end users in the near future.

CONNECTIONS' processing for this population requires the intervention of OCFS-IT/State staff.

In order to track a former foster care youth 18, 19 or 20 years old, the worker must do the following:

- If there is currently a CONNECTIONS FSS/CWS stage opened and the child is not already part of that stage, add the child to the stage.
- If there is not a CONNECTIONS FSS/CWS opened, create an FSI and stage progress to a FSS/CWS stage. **DO NOT CREATE THE WMS APPLICATION.**
- Send a request to the AppHelp mailbox ([ocfs.sm.conn\\_app@ocfs.state.ny.us](mailto:ocfs.sm.conn_app@ocfs.state.ny.us)) with the following information:
  - Case and Stage ID
  - Child's PID
  - Program Choice (Preventive or Placement) and effective date of Program Choice
  - Permanency Planning Goal (PPG) and effective date of PPG

Once processing has been completed, the worker will be advised to either process the addition of the child to the existing WMS case or create the WMS application and process the WMS case opening

### **WMS**

No system changes have been made to WMS as Preventive Services and Foster Care POS lines can already be authorized up to 21 years of age. However, as Foster Care cases cannot be opened in WMS independent of CONNECTIONS, note CONNECTIONS instructions above.

### **CCRS**

The following new CCRS legal event codes should be used, as appropriate, to report the court proceedings of former (re-entered) foster care youth.

- Type of Legal Event (Modifier A) codes:
  - 22 -Article 10-B 18+ Re-Entry to Foster Care
    - Requires a previous M990 (Child Placement Ended) movement code. The L300 activity date must be greater than the activity date of the M990.
    - Use of Modifier B/C equal to 42 (*Transfer Custody and Guardianship - SURRENDER OR TPR ONLY*) or 44 (*Foster Care Placement to Continue*) will not be allowed if Modifier A is equal to 22.
    - Use of L300 with Modifier A equal to 22 requires a previous M990 (Child Placement Ended) movement code. The L300 activity date must be greater than the activity date of the M990.
  - 23 - Article 10-B 18+ Permanency Hearing Review
    - Requires previous L300 with MOD A 22
- Applicable error messages for 22 and 23 are as follows:
  - 631 - Activity date must be greater than or equal to 18<sup>th</sup> birthday
  - 632 - Activity date must be less than 21<sup>st</sup> birthday
  - 633 - No discharge on file prior to legal activity-disallowed
  - 634 - No initial re-entry legal on file-legal activity-disallowed

- 635 - Contra not allowed-review legal activities on file

### **BICS**

Appropriate claiming/reimbursement are dependent on system entered documentation that Legal Authority is in effect (L300 w/MOD A 22/23).

### **Medicaid**

All children who are in the care and custody of the Commissioner of the local department of social services and who are citizens or have satisfactory immigration status are categorically eligible for Medicaid.

WMS and CCRS Coding Guides and GIS messages can be found at OCFS website:

<http://ocfs.state.nyenet/it/GeneralResources/GeneralResourcesDefault.asp>

For systems questions, please contact the App Help mailbox at

[ocfs.sm.conn\\_app@ocfs.state.ny.us](mailto:ocfs.sm.conn_app@ocfs.state.ny.us) or phone OCFS IT Operations at 1-800-342-3727.

## **NEW GIS Message: # 11-002**

### ***New CCRS Codes and Related Systems Implications Regarding Restoration of Parental Rights***

**GIS #:** 11-002

**Effective Date:** 2/10/11

**TO:** Directors of Services

**FROM:** Paul Gavry

### **SUGGESTED**

**DISTRIBUTION:** Casework Supervisors, Caseworkers and Data Entry Operators

**CONTACT:** AppHelp mailbox: [ocfs.sm.conn\\_app@ocfs.state.ny.us](mailto:ocfs.sm.conn_app@ocfs.state.ny.us) or OCFS IT Operations at 1-800-342-3727

The purpose of this General Information System (GIS) message is to advise local departments of social services (LDSS) that new CCRS legal event and adoption codes have been developed to identify Foster Care youth whose birth parent's parental rights have been restored. Procedural and related system implications are also described.

These changes stem from new requirements described in *11-OCFS-INF-02* issued February 10, 2011.

The following describes the specific CCRS changes. The various implications for related systems follow.

### **CCRS**

The following *new* CCRS legal codes must be used to report the court proceedings to restore parental rights.

- Type of Legal Event (Modifier A):

- **24** - Article 6 - Restoration of Parental Rights
- Initial hearing (L300) for Article 6 - Restoration of Parental Rights can be reported only when:
  - Child age is >14 and <21
  - Child is free for adoption (L300 activity date is >A499)
  - Hearing disposition (Modifier B) is:
    - 44 - Foster Care Placement to Continue or
    - 46 - Return Child to Parent or
    - 20 - Dismissal or
    - 21 - Adjourned
- Disposition (Modifier C):
  - **84** - Restoration of Parental Rights Plan Conditionally Approved (only if Modifier B is 44)
  - **85** - Restoration of Parental Rights of Both Parents Approved (only if Modifier B is 46)
  - **86** - Restoration of Parental Rights of One Parent Approved (only if Modifier B is 46)

The following *new* Adoption activity will be *system generated* when parental rights are restored: **A549**- Child Not Free Rights Restored

*Please note: Workers need to check CCRS before entering the legal codes related to a restoration modification petition to be sure that it has been 2 or more years since the date of the A499 and that a modifier of 38 (severe and repeated abuse) or a modifier of 39 (parents deceased) has not been entered in the modifier B field of an entry of the 384-B (TPR) hearing. In addition, the child's CCRS record should reflect that his or her permanency goal is not adoption, to be consistent with the requirements of eligibility for restoration of parental rights.*

Record CCRS **movement** codes for trial discharge as usual, if that occurs.

## **CONNECTIONS**

### Restoration of Parental Rights Plan Conditionally Approved

The FSS/CCR remains open for the **child only**. Child is still considered free for adoption in the system. The following additional CONNECTIONS reporting requirements are to be addressed to accommodate parental involvement:

- Permanency Hearing Report (PHR) - CCR will generate a Child Only PHR. If a "Family" based PHR is desired or required by court, use the PHR template, located \_\_\_\_\_ at: <http://www.ocfs.state.ny.us/main/legal/legislation/permanency/caseworkerguide.asp>
- Service Plan - There is no capacity to address involved parent(s); this remains a child only service plan.
- Visiting Plan - Involved parent(s) can be added as "Outside Participant." Once added, the parent(s) can be added to the Visiting Plan Component.
- Progress Notes - Involved parents can be addressed as "Other Participants - Relative."
- Plan Amendment - CCR generated Plan Amendment has no family oriented component by default. An appropriate component to allow for applicable family (involved parent(s)) assessment and service plan should be added (Status Change/Plan Amendment).

### Parental Rights Restored- no further services

If parental rights are restored and no further services are to be provided, the CONNECTIONS case is to be closed.

### Parental Rights Restored- services to continue

If parental rights are restored and child welfare services are to continue, the existing FSS/CCR must be closed and a new FSS/CWS stage must be created to accommodate both the child and parent.

### **WMS**

#### Restoration of Parental Rights Plan Conditionally Approved

The existing WMS case remains open for the child only. If the child is trial discharged, treat as any other trial discharge, by stopping the payment line etc.

### Parental Rights Restored- no further services

If parental rights are restored and no further services are to be provided, the WMS case is to be closed.

### Parental Rights Restored- services to continue

If parental rights are restored and child welfare services are to continue, the existing WMS case must be closed. Follow local district procedures to create a WMS Services case for the new FSS/CWS stage.

### **Adoption Album**

Children who have been returned to their parent must be removed from the Adoption Album database if they are not already. The worker can change the photo listing status of the child via the change request function in the Adoption Album database, by selecting a removal reason of return to parent. In addition, one of the conditions of eligibility for this modification petition is that the child is 14 years of age or over and no longer has the goal of adoption. Therefore, it is expected that some of these children will probably already be removed from the Adoption Album if they are 14 or over and not consenting to adoption. However, if a conditional trial discharge period results in the child being returned to foster care and it is decided the child's goal will be changed back to adoption, a new Adoption Album referral is to be made to photo list the child if the child consents to adoption.

For step by step instructions regarding the Adoption Album, see the Adoption User Manual that can be found at:

[http://ocfs.state.nyenet/adopt/AdoptionAlbumTrainingManual\\_Oct08.pdf](http://ocfs.state.nyenet/adopt/AdoptionAlbumTrainingManual_Oct08.pdf)

### **AMS**

AMS will continue to reflect children for whom parental rights have been terminated as free for adoption. Users of AMS need to be aware of the new adoption code created to reflect when parental rights are restored (A549-Child Not Free Rights Restored).

### **Medicaid**

All children who are in the care and custody of an LDSS commissioner and who are citizens or have satisfactory immigration status are categorically eligible for Medicaid. If a child has been finally discharged from foster care due to the birth parents' rights being reinstated, a redetermination of eligibility must be completed. Continuous Coverage and Chafee provisions apply (see DOH GIS 02 MA/012 and OCFS GIS 09-001).

WMS and CCRS Coding Guides and GIS messages can be found at OCFS website:  
<http://ocfs.state.nyenet/it/GeneralResources/GeneralResourcesDefault.asp>

For systems questions, please contact the App Help mailbox at  
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## **NEW INF:** *11-OCFS-INF-02 Restoration of Parental Rights*

The purpose of this Informational Letter (INF) is to provide information to local departments of social services (LDSS) and voluntary authorized agencies regarding Chapter 343 of the Laws of 2010, which amends the Family Court Act (FCA) and Social Services Law (SSL) in relation to restoration of parental rights. This law, which went into effect on November 11, 2010, authorizes the Family Court, in narrowly defined circumstances, to restore a birth parent's parental rights after they have been terminated.

This and other OCFS policies can be accessed with the following link:  
[http://ocfs.state.nyenet/policies/external/OCFS\\_2011/](http://ocfs.state.nyenet/policies/external/OCFS_2011/)



### *NEW Postings to the CONNECTIONS Intranet*

- ...CONNECTIONS NEWS... <http://ocfs.state.nyenet/connect/>



### *CONNECTIONS Weekly System Maintenance*

Due to regularly scheduled system maintenance, the CONNECTIONS application will not be available on...

- [Wednesday, 2/16/11](#) from 5:00 AM - 7:00 AM
- [Friday, 2/18/11](#) from 5:00 AM - 7:00 AM



Office of Children & Family Services  
Gladys Carrión, Esq., Commissioner