

Ohio SACWIS Project

SACWIS Screen Specification -
CM20a-Create Child Adoption Case
(UC433)

Version 1.3

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Prepared For:



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REVISION LOG

Version	Date	A/D/C (Add, Delete, Change)	Author	Document Section #	Description
1.0	03/21/2005	A	E. Polk	All sections	Initial Version
1.1	04/01/2005	A,C	Jitendra	Section 2	Business rules were incorporated as per input from internal team
1.1	04/04/2005	A	Jitendra		Changed the name to reflect the Use case Number.
1.2	04/05/2005	A	Jitendra		Copied the Adoption Process Flow Diagram
1.3	04/07/2005	A	Jitendra		Made changes to capture input on Day4.

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1 Screen Details

1.1 Screen Prototype

1.1.1 CM20a-S01 Child Member Selection Page

CASE > WORKLOAD > CREATE ADOPTION CASE

Child Member Selection Page

Case ID : 243089	Case Category: Ongoing Services
Case Name : Lamb, Mary Helga	Case Status : Open

Child Members

- Raymond Jack Lamb 01/02/03
- Carrie Anne Lamb 01/02/02
- Sebastian James Lamb 02/02/01

1.1.2 Screen Fields – CM20a-S01 Child Member Selection Page

Class. Attribute Name	Display Name	Align	Size	Read Only	Tab Order	Calculation	Edit Mask	Validation	Default Value	Display Example
	Case ID	N/A	N/A	T	0			Read Only		
	Case Name	N/A	N/A	T	0			Read Only		
	Case Category	N/A	N/A	T	0			Read Only		
	Case Status	N/A	N/A	T	0			Read Only		
	Child Members	N/A	N/A	T	0			Section Heading		
	[Check Boxes]	N/A	N/A	F	10			list of Case Member(s) associated with the case; Required; No default value; Refer to the Business Rule Section.		
	Adoption Case Name	N/A	60	F	20			User Selected drop down, Not Required; No Default Value; Refer to the Business Rule Section.		

1.1.3 CM20a-S02 Adoption Case creation confirmation page

ADOPTION

Following is the information for the Newly created Adoption Case:

Case ID :	432424	Case Name :	Lamb, Raymond Jack
Case Category:	Adoption	Case Status :	Open
Adoption Case Created Date : 03/23/2005			

Name	Gender	DOB
Raymond Jack Lamb	Male	01/02/02
Sebastian James Lamb	Male	02/02/02

[Worker Assignment](#)

[Close](#)

1.1.4 CM20a-S02 Adoption Case Creation Confirmation page

Class Attribute Name	Display Name	Align	Size	Read Only	Tab Order	Calculation	Edit Mask	Validation	Default Value	Display Example
	The following is the information for the Newly Created Adoption Case	N/A	N/A	T	0			Read Only; Section Heading		
	Case ID	N/A	N/A	T	0			Read Only; System Generated number for the newly created adoption case.		
	Case Name	N/A	N/A	F	0			User Selected Dropdown box; Required; Refer to Business Rule Section.		
	Case Category	N/A	N/A	T	0			Read Only; Refer to Business Rule Section.		
	Case Status	N/A	N/A	T	0			Read Only; Refer to Business Rule Section.		

Class Attribute Name	Display Name	Align	Size	Read Only	Tab Order	Calculation	Edit Mask	Validation	Default Value	Display Example
	Adoption Case Created Date -	N/A	N/A	T	0		Mm/dd/yyyy	Read Only; Refer to Business Rule Section.		
	Case Members	N/A	N/A	T	0			Section Heading		
	Name	N/A	N/A	T	0			Grid Column Heading; Values are the members selected.		
	Gender	N/A	N/A	T	0			Grid Column Heading; Values will be the Gender of the member(s) selected.		
	DOB	N/A	N/A	T	0			Grid Column Heading; Values will be the DOB of the member(s) selected.		

1.2 Screen Controls – Create Adoption Case

Label	Type	On Click	Tab Order
Child Member Selection page			
Create Adoption Case	Button	Launches the create adoption case function and bring up a message box for validation of action.	10
Associate to Adoption Case	Button	Launches the associate adoption case function and bring up a message box for validation of action.	20
Cancel	Button	Closes the Current page and returns back to the Case Overview page.	30
Adoption Case creation confirmation page			
Worker Assignment	Button	Routes user to CF10 Maintain Worker Assignments Use Case	10
Close	Button	Closes the current page and returns user to Case Overview page.	20

2 General Requirements

2.1 Business Rules

1. A Child Adoption Case cannot be created unless the legal status of Permanent Custody has been entered for the Child.
2. Upon creation of the Child Adoption Case, the system will assign a new case number to the Adoption Case and assign the case category of 'Adoption', and a case status of 'Open'.
3. Upon creation of the Child Adoption Case, the adoption case created date will be system generated.
4. If only one member is selected while creating an adoption case then display his name in the Case name field or else the actor has to make a selection from the Case Name picklist on the Adoption Case creation confirmation page.
5. The Case Name dropdown will be populated with every member that was selected on the Child member selection page.
6. The system must maintain a history of adoption case status (Open/Closed dates).
7. Once an adoption case has been created, the action cannot be reversed, nor the case merged.
8. The child(ren) moved into the Adoption case will be automatically deactivated as a case member in the original case.
9. Verify that the deactivation process prohibit the case member from coming into an adoption case if the case member is part of 'In progress' work items i.e Safety Assessment ,Case Plan, Family Assessment etc
10. The child(ren) moved into the Adoption case will retain their existing person ID.
11. An Adoption Case must have at least one member selected in order to create an adoption case.
12. The list of members displayed on the child Member Selection page will include children with legal status of Permanent Custody who are active members of the case.

the case names of those cases which have been created from the original case.

14. Upon Adoption Case Creation, the system will copy the following components from the original case to the child's adoption case.

- ? The child's legal status history and current legal status record
- ? The child's placement history and current placement record
- ? Removal Information
- ? Visitation Plan for Sibling visits – Copy the Current Visitation records for siblings only. (Current Visitation record means having no end date or if end date is greater than the current date).

15. Upon Adoption Case Creation, the system will maintain links to the following existing records for that child:

- ? Person Management (PM01)
- ? Medical History
- ? Educational History
- ? Eligibility record
- ? Services
- ? OAPL

13. Upon Adoption Case Creation, the system will move the following components from the original case to the child's adoption case:

- ? Adoption Case Plan – plan that has been completed for that child only.
- ? SAR- only review that was completed for the Adoption Case plan for that child.

? The Create Child Adoption Case function can only be performed by users with the designation of 'Adoption Case Creator'.

2.3 Alerts and Automatic Messages

When a user clicks on the 'Create Adoption Case' button, a message should display that states, "Creating an Adoption Case for this child(ren) will permanently remove the Child from his/her Current Case. Do you wish to continue?"

- ✎ If the user clicks 'Yes' to the message, then the system creates the new Adoption Case and takes the user to the Adoption Creation Confirmation page.
- ✎ If the user clicks 'No' to the message, then the system returns the user to the Case Overview Page.

When a user clicks on the 'Associate to Adoption Case' button, a message should display that states, "Associating this child(ren) to an existing adoption case will permanently remove the Child(ren) from his/her Current Case. Do you wish to continue?"

- ✎ If the user clicks 'Yes' to the message, then the system associates the selected child(ren) to the selected adoption case and displays a confirmation message which states 'Child xxx has been associated with the Case yyyy', where xxx is the child(ren) name and yyyy is the case name.
- ✎ If the user clicks 'No' to the message, then the system returns the user to the Case Overview Page.

2.4 Performance

This screen conforms to the standard performance requirements for all Ohio SACWIS screens, as defined in the Supplementary Requirements Specification

3 Notes and Assumptions

Following is the Hi-Level Adoption Process.

Adoption Process and Planned Use Cases

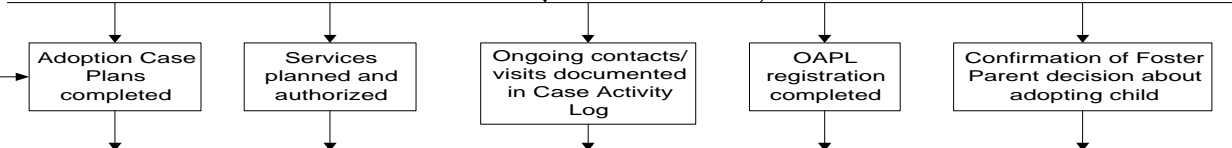
Custody of PCSA after TPR

Adoption Case created for child; adoption worker assigned to case

CM20a-Create Child Adoption Case

Adoption Case maintained and casework documented in SACWIS

CM20b-Maintain Child Adoption Case



Child Study Inventory/ Face Sheet completed

CM20e-Maintain Child Study Inventory

Child/Home Matching process completed in SACWIS

CM20c-Perform and Record Child Adoption Placement Matching

Placement Staffing/ Decision Process documented

CM20d-Record Child Adoption Placement Decision Process

Home selected/child placed



Casework continues

Adoption to be finalized

CM20b-Maintain Child Adoption Case

Pre-Finalization Report prepared and sent to Court

CM20f-Maintain Pre-Finalization Information

Adoption Finalized/ Recorded in SACWIS

Case Closed/Record Secured

CM20g-Sealing/ Securing Adoption Case (case closure)

CM20h-Maintain Private Adoption Agency Information (to be defined as separate process)

