

We will move the steps into IN01 and IN03



Ohio SACWIS Project
Use Case IV17 Modify ACV(s) for a
Frozen Report (UC365)
Version 1.1

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Revision Log

Version	Date	A/D/C (Add, Delete, Change)	Author	Document Section #	Description
1.0	9/26/04		T Bendert		Initial version
1.1	10/13/04		T Bendert		Revisions prior to R's
1.2	10/18/04		T Bendert		Revisions during R session

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1 Description

A CA/N report is “frozen” at the assignment for assessment/investigation, however, during the assessment/investigation, the agency may need to add additional Alleged Child Victims ACV(s) to a frozen screened in report. This use case addresses the process of modifying the members of the report during the assessment/investigation phase.

Terminology Key:

Report – A report is a referral that is accepted by the PCSA for further investigation or assessment. A report includes child abuse/neglect and dependency.

Assessor/Investigator/Worker: The PCSA employee who responds to reports to ensure child safety, assess risk and determine whether or not a report warrants agency services/involvement. NOTE: For purposes of the assessment/investigation use cases, we will use worker as a generic term.

2 Characteristic Information



Name	IV19 Modify ACV(s) for a Frozen Report (UC365)
Scope	 Business – Assessment/Investigation
Level	 - Primary Task
Actor(s)	Assessment/Investigation Worker
Stakeholders and Interests	1. PCSA 2. Referral/Report/Assessment/Investigation/Case - Participants
Pre-conditions	A screened in report exists in the system.
Post-conditions	One or more ACV’s have successfully been added to a frozen report.
Trigger(s)	
Requirements Addressed	Currently non exist

Figure 1 - IV19 Modify ACV(s) for a Frozen Report (UC365)

3 Basic Flow

Once a CA/N or dependency referral is screened in it becomes a report. The report is assigned for assessment/investigation. Often times when a worker goes to the home they discover that additional children live in the home. The worker needs the ability to add ACV(s) (amend) a frozen report in order to include them in the assessment/investigation.

3.1 Usage Examples and Narratives

Scenario 1: Add additional ACV to frozen report.

Example 1: A screened in report has been assigned to an assessment/investigation worker. The worker has discovered that an additional child, not mentioned on the original report, lives in the home. The worker needs to add the child to the frozen report.

3.2 Main Success Scenarios

Scenario 1: Add additional ACV(s) to Frozen Report.

1. Worker accesses the system, selects the appropriate case from their workload.
2. Worker opens the appropriate frozen report from the selected case on their workload.
3. Worker selects the “Add ACV(s)” button on the report.
4. System displays the Person Search page of the system.
5. Worker searches via PM03 Find a Person Profile (UC67) for the ACV.
6. Worker selects the appropriate person from the search results via PM03 Find a Person Profile (UC67).
7. System pulls the newly selected person into the report and amends the report.
8. Worker saves the amendment.

Alternate Flows for Scenario 1

There was no match found during the person search, step6. Worker must create the new person in the system prior to adding them to the report.

1.6a. Worker creates a person via PM01 Maintain Person Profile (UC242).

1.7 Resume at step 7 of scenario 1

4 Important and Required Fields

MSS or AF Step	Fields
MSS 1 Step 7	System amends frozen report. Amendments must be clearly delineated from the frozen (snapshot) of the report.

Figure 2 - Important Fields

5 Special Requirements

A frozen report can only be modified by adding additional alleged child victims. All other data in the frozen report must remain frozen and intact.

6 Notes, Background Information, User Interface Ideas

Requirements allocated to this common use case

Primary Responsibility

10/13/2004 1:21 PM