

Ohio SACWIS Project
CM20f Maintain Pre-Finalization
Information (UC438)
Version 1.1

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Revision Log

Version	Date	A/D/C (Add, Delete, Change)	Author	Document Section #	Description
1.0	04/18/2005	A/D/C	Jitendra Nevgi	All	Pre-JAD Version
1.1	04/21/2005	A/D/C	Jitendra Nevgi	All	JAD Updates on Day 3 and 4

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1 Description

This use case will include recording information needed to produce the JFS 01699 Pre-finalization Adoption Assessment Report to be filed with the court.

2 Characteristic Information



Name	CM20f Maintain Pre-Finalization Information (UC438)
Scope	Business – Case Management 
Level	Primary Function 
Actors	<ol style="list-style-type: none"> 1. Worker 2. Supervisor 3. Adoption Worker
Supporting Actors	N/A
Stakeholders and Interests	PCSA's, PCPA's, ODJFS, PNA's
Pre-conditions	The Case and case participant(s), have been established as selectable entities within OH SACWIS and an adoption case has been created for the child.
Post-conditions	Information needed to produce the JFS 01699 report will be recorded, viewed and maintained.
Trigger(s)	The actor requests the system to create, edit or view the Pre-Finalization information that is needed to produce the JFS 01699.
Requirements Addressed	274.5, 274.6, 348, 363, 214, 723.1, 461, 487, 487.1

Figure 1 – CM20f Maintain Pre-Finalization Information (UC438)

3 Basic Flow

3.1 Usage Examples and Narratives

Scenario 1: Access the Pre-Finalization Information

Scenario 2: Add Pre-Finalization Information

Scenario 3: Update the existing Pre-Finalization Information

Scenario 4: Copy the existing Pre-Finalization Information

Scenario 5: Read(View) the existing Pre-Finalization Information

Scenario 6: Record Adoptive Family Information

Scenario 7: Record Adoptive Child(ren) Information

Scenario 8: Record Recommendation of Assessor Information

Scenario 9: Print JFS 01699 Form

3.2 Main Success Scenarios

Scenario 1: Access the Pre-Finalization Information

1. The actor accesses a case from either:
 - Via workload using **CFxxx – View Workload**
 - Via IN09 - Find a case
2. The actor chooses to navigate to the Pre-Finalization Information page by selecting the Pre-Finalization Information hyperlink on the Case Overview page.
3. The System presents the Pre-Finalization Information page.
4. The actor optionally executes one of Scenarios 2, 3, 4 or 5.
5. The actor requests System to close the Pre-Finalization Information page.
6. The System closes the Pre-Finalization Information page and returns to the Case Overview page.
7. Use Case Completed Successfully.

Alternate Flows:

There are no Alternate Flows for this scenario.

Scenario 2: Add Pre-Finalization Information

1. The actor selects the Child(ren) to be included in the Pre-Finalization documentation and requests the system to record a new Pre-Finalization Information by selecting the “Add Details” button on the Pre-Finalization Information page.
2. The system presents the Pre-Finalization Details page.
3. The actor elects to enter the Pre-Finalization topics (Refer to Scenarios 6, 7 and 8).
4. The actor enters information in the data fields present on the Pre-Finalization Details page.
5. The actor opts to apply the newly entered information.
6. The system accepts the newly entered information.
7. The actor requests the system to close the current page.
8. The system closes the current page, and returns the actor to the Pre-Finalization Information page, with the newly created record displayed in the Pre-Finalization Adoption Assessment Report(s) history grid.
9. Return to MSS1, step 5

Alternative flows for Scenario 2:

5.a The actor opts to cancel the changes.

5a.1 The system presents a confirmation message asking the user to confirm the request to cancel

5a.2 The user continues with the cancellation.

5a.2a The user aborts the cancel.

5a.2a.1 The system closes the confirmation message and returns the user to the data entry page displaying the data that had been entered.

5a.2a.2 Return to MSS 2, step 5

5a.3 The system closes the data entry page, the new changes are not saved, and returns the actor to the Pre-Finalization Information page

5a.4 Use Case Completed Successfully.

5b. The actor opts to save the record.

5b.1 The system accepts the record, closes the current data entry page, and returns the actor to the Pre-Finalization Information page, with the newly created record displayed in the Pre-Finalization Adoption Assessment Report(s) history grid.

5b.2 Use Case Completed Successfully.

5c. The actor opts to Print the Pre-Finalization Information(JFS 01699 Form)

5c.1 Return to MSS9, Step 4

5c.2 Use Case Completed Successfully.

Scenario 3: Update an existing Pre-Finalization Information

1. The actor requests the system to “Edit” selected Pre-Finalization record on the Pre-Finalization Information page.
2. The system presents the Pre-Finalization Details page.
3. The actor elects to update the Pre-Finalization topics by selecting the Adoptive Family Information or the Adoptive Child(ren) Information or the recommendation of Assessor hyperlink (Refer to Scenarios 6, 7, 8).
4. The actor enters information in the data fields present on the Pre-Finalization Details page.
5. The actor opts to apply the updated record.
6. The system accepts the newly entered information.
7. The actor requests the system to close the current page.
8. The system closes the current page, and returns the actor to the Pre-Finalization Information page.
9. Return to MSS1, step 5

Alternative flows for Scenario 3:

5.a The actor opts to cancel updating the record.

5a.1 The system presents a confirmation message asking the user to confirm the request to cancel

5a.2 The user continues with the cancellation.

5a.2a The user aborts the cancel.

5a.2a.1 The system closes the confirmation message and returns the user to the data entry page displaying the data that had been entered.

5a.2a.2 Return to MSS 2, step 5

5a.3 The system closes the data entry page, the new changes are not saved, and returns the actor to the Pre-Finalization Information page.

5a.4 Use Case Completed Successfully.

5b. The actor opts to save the record.

5b.1 The system accepts the record, closes the current data entry page, and returns the actor to the Pre-Finalization Information page.

5b.2 Use Case Completed Successfully.

5c. The actor opts to Print the Pre-Finalization Information(JFS 01699 Form)

5c.1 Return to MSS9, Step 4

5c.2 Use Case Completed Successfully.

Scenario 4: Copy the existing Pre-Finalization Information

1. The actor selects the Child(ren) to be included in the Pre-Finalization documentation and selects the Pre-Finalization Adoption Assessment report(s) from the “Copy From” pick list and requests the system to record a new Pre-Finalization Information by selecting the “Add Details” button on the Pre-Finalization Information page.
2. The system copies the “Adoptive Family Information” and the “Recommendation of Assessor” information from the Pre-Finalization Adoption Assessment report(s) selected in step 1 and presents the Pre-Finalization Details page.
3. The actor opts to enter the Adoptive Child(ren) Information or update the copied over “Adoptive Family Information” or the “Recommendation of Assessor” information (Refer to Scenarios 6, 7, 8).
4. The actor enters information in the data fields present on the Pre-Finalization Details page.
5. The actor opts to apply the newly entered information.
6. The system accepts the newly entered information.
7. The actor requests the system to close the current page.
8. The system closes the current page, and returns the actor to the Pre-Finalization Information page, with the newly created record displayed in the Pre-Finalization Adoption Assessment Report(s) history grid.
9. Return to MSS1, step 5

Alternative flows for Scenario 4:

5.a The actor opts to cancel updating the record.

5a.1 The system presents a confirmation message asking the user to confirm the request to cancel

5a.2 The user continues with the cancellation.

5a.2a The user aborts the cancel.

5a.2a.1 The system closes the confirmation message and returns the user to the data entry page displaying the data that had been entered.

5a.2a.2 Return to MSS 4, step 5

5a.3 The system closes the data entry page, the new changes are not saved, and returns the actor to the Pre-Finalization Information page.

5a.4 Use Case Completed Successfully.

5b. The actor opts to save the record.

5b.1 The system accepts the record, closes the current data entry page, and returns the actor to the Pre-Finalization Information page, with the newly created record displayed in the Pre-Finalization Adoption Assessment Report(s) history grid.

5b.2 Use Case Completed Successfully.

5c. The actor opts to Print the Pre-Finalization Information (JFS 01699 Form)

5c.1 Return to MSS9, Step 4

5c.2 Use Case Completed Successfully.

Scenario 5: Read (View) the existing Pre-Finalization information

1. The actor requests the system to “View” selected Pre-Finalization record on the Pre-Finalization Information page.
2. The system presents the Pre-Finalization Details page in view mode.
3. The actor elects to view the Pre-Finalization topics by selecting the Adoptive Family Information or the Adoptive Child(ren) Information or the recommendation of Assessor hyperlink (Refer to Scenarios 6, 7, 8).
4. The actor views the record and requests to close the Pre-Finalization Details page.
5. The system closes the current page, and returns the actor to the Pre-Finalization Information page.
6. Return to MSS1, step 5

Alternative flows for Scenario 5:

4a. The actor opts to Print the Pre-Finalization Information (JFS 01699 Form)

4a.1 Return to MSS9, Step 4

4a.2 Use Case Completed Successfully.

Scenario 6: Record Adoptive Family Information

1. The actor requests the system to present the Adoptive Family Information page by selecting the Adoptive Family Information hyperlink.
2. The system presents the Adoptive Family Information page with “Adoptive Family Composition” tab as the default tab.
3. The actor enters information in the data fields present on the “Adoptive Family Composition” tab.
4. The actor opts to apply the newly entered information.
5. The system accepts the newly entered information.
6. The actor elects to select the “Adoptive Parent Descriptions” tab.
7. The system displays the “Adoptive Parent Descriptions” tab.
8. The actor chooses to “Edit” the information on the “Adoptive Parent Descriptions” tab.
9. The system presents the Adoptive parent Description data entry page.
10. The actor enters information in the data fields.
11. The actor opts to apply the newly entered information
12. The system accepts the newly entered information.
13. The actor requests the system to close the Adoptive parent Description data entry page.
14. The system closes the Adoptive parent Description data entry page and returns back to the Adoptive Parent Descriptions page.
15. The actor elects to select the “Additional Family Information” tab.
16. The system displays the “Additional Family Information” tab.
17. The actor enters information in the data fields present on the “Additional Family Information” tab.
18. The actor opts to apply the newly entered information
19. The system accepts the newly entered information.
20. The actor requests the system to close the current page.
21. The system closes the current page, and returns the actor to the Pre-Finalization Details page.
22. Use case Completed Successfully.

Alternative flows for Scenario 6:

4.a The actor opts to cancel updating the record.

4a.1 The system presents a confirmation message asking the user to confirm the request to cancel

4a.2 The user continues with the cancellation.

4a.2a The user aborts the cancel.

4a.2a.1 The system closes the confirmation message and returns the user to the data entry page displaying the data that had been entered.

4a.2a.2 Return to MSS 6, step 3

- 4a.3 The system closes the data entry page, the new changes are not saved, and returns the actor to the Pre-Finalization Details page.*
- 4a.4 Use Case Completed Successfully.*

- 4b. The actor opts to save the record.*
 - 4b.1 The system accepts the record, closes the current data entry page, and returns the actor to the Pre-Finalization Details page.*
 - 4b.2 Use Case Completed Successfully.*

- 4c. The actor opts to Add adoptive family members*
 - 4c.1 The system presents the Adoptive Family Members Details page*
 - 4c.2 The actor enters information in the Data fields and selects the OK button.*
 - 4c.3 The system caches the data and closes the current data entry page and navigates to the Adoptive Family Information page.*
 - 4c.3a The actor opts to cancel creating the record.*
 - 4c.3a.1 The system presents a confirmation message asking the user to confirm the request to cancel*
 - 4c.3a.2 The user continues with the cancellation.*
 - 4c.3a 2a The user aborts the cancel.*
 - 4c.3a.2a.1 The system closes the confirmation message and returns the user to the data entry page displaying the data that had been entered*
 - 4c.3a 2a.2 Return to MSS 6, step 4c.2*
 - 4c.3a.3 The system closes the data entry page, the new changes are not saved, and returns the actor to the Adoptive Family Information page.*
 - 4c.3a.4 Use Case Completed Successfully.*
 - 4c.4 Return to MSS6, step 4*

- 4d. The actor opts to Edit the adoptive family member information*
 - 4d.1 The system presents the Adoptive Family Members Details page*
 - 4d.2 The actor enters information in the Data fields and selects the OK button.*
 - 4d.3 The system caches the data and closes the current data entry page and navigates back to the Adoptive Family Information page.*
 - 4d.3a The actor opts to cancel updating the record.*
 - 4d.3a.1 The system presents a confirmation message asking the user to confirm the request to cancel*

4d.3a.2 The user continues with the cancellation.

4d.3a 2a The user aborts the cancel.

4d.3a.2a.1 The system closes the confirmation message and returns the user to the data entry page displaying the data that had been entered

4d.3a 2a.2 Return to MSS 6, step 4d.2

4d.3a.3 The system closes the data entry page, the new changes are not saved, and returns the actor to the Adoptive Family Information page.

4d.3a.4 Use Case Completed Successfully.

4d.4 Return to MSS6, step 4

4e. The actor opts to remove the adoptive family members

4e.1 The system presents a message box

4e.2 The actor acknowledges the removal of the adoptive family member

4e.2a The actor opts not to remove the adoptive family member

4e.2a.1 The System does not remove the adoptive family member.

4e.2a.2 Use Case Completed Successfully

4e.3 The system removes the adoptive family member from the grid.

4e.4 Use Case Completed Successfully

11.a The actor opts to cancel updating the record.

11a.1 The system presents a confirmation message asking the user to confirm the request to cancel

11a.2 The user continues with the cancellation.

11a.2a The user aborts the cancel.

11a.2a.1 The system closes the confirmation message and current page remains as the active page.

11a.2a.2 Return to MSS 6, step 10

11a.3 The system closes the data entry page, the new changes are not saved, and returns the actor to the Adoptive Parent Descriptions page.

11a.4 Use Case Completed Successfully.

11b. The actor opts to save the record.

11b.1 The system accepts the record, closes the current page, and returns the actor to the Adoptive Parent Descriptions page.

11b.2 The actor requests the system to close the current page.

11b.3 The system closes the current page, and returns the actor to the Pre-Finalization Details page.

11b.4 Use Case Completed Successfully.

18.a The actor opts to cancel updating the record.

18a.1 The system presents a confirmation message asking the user to confirm the request to cancel

18a.2 The user continues with the cancellation.

18a.2a The user aborts the cancel.

18a.2a.1 The system closes the confirmation message and current page remains as the active page..

18a.2a.2 Return to MSS 6, step 17

18a.3 The system closes the data entry page, the new changes are not saved, and returns the actor to the Pre-Finalization Details page.

18a.4 Use Case Completed Successfully.

18b. The actor opts to save the record.

18b.1 The system accepts the record, closes the current page, and returns the actor to the Pre-Finalization Details page.

18b.2 Use Case Completed Successfully.

Scenario 7: Record Adoptive Child(ren) Information

1. The actor requests the system to present the Adoptive Child(ren) Information page by selecting the Adoptive Child(ren) Information hyperlink.
2. The system presents the Adoptive Child(ren) Information page.
3. The actor chooses to “Edit” the information on the Adoptive Child(ren) Information page.
4. The system presents the Adoptive Child data entry page.
5. The actor enters information on the Adoptive Child data entry page.
6. The actor opts to apply the newly entered information
7. The system accepts the newly entered information.
8. The actor requests the system to close the current page.
9. The system closes the current page, and returns the actor to the Adoptive Child(ren) Information page.
10. The actor requests the system to close the Adoptive Child(ren) Information page.
11. The system closes the Adoptive Child(ren) Information page and returns to the Pre-Finalization details page.
12. Use case Completed Successfully.

Alternative flows for Scenario 7:

6.a The actor opts to cancel the newly entered information.

6a.1 The system presents a confirmation message asking the user to confirm the request to cancel

6a.2 The user continues with the cancellation.

6a.2a The user aborts the cancel.

6a.2a.1 The system closes the confirmation message and current page remains as the active page

6a.2a.2 Return to MSS 6, step 5

6a.3 The system closes the Adoptive Child(ren) Data entry page, the new changes are not saved, and returns the actor to the Adoptive Child(ren) Information page.

6a.4 Use Case Completed Successfully.

6b. The actor opts to save the newly entered information

6b.1 The system accepts the record, closes the current page, and returns the actor to the Adoptive Child(ren) Information page.

6b.2 Use Case Completed Successfully.

Scenario 8: Record Recommendation of Assessor Information

1. The actor requests the system to present the Assessor Recommendation page by selecting the Recommendation of Assessor hyperlink.
2. The system presents the Assessor Recommendation page.
3. The actor enters information in the data field present on the Assessor Recommendation page.
4. The actor opts to apply the newly entered information.
5. The system accepts the newly entered information.
6. The actor requests the system to close the current page.
7. The system closes the current page, and returns the actor to the Pre-Finalization Details page.
8. Use case Completed Successfully.

Alternative flows for Scenario 8:

4.a The actor opts to cancel the newly entered record.

4a.1 The system presents a confirmation message asking the user to confirm the request to cancel

4a.2 The user continues with the cancellation.

4a.3 The system closes the data entry page, the new changes are not saved, and returns the actor to the Pre-Finalization Details page.

4a.4 Use Case Completed Successfully.

4a.2a The user aborts the cancel.

4a.2a.1 The system closes the confirmation message and returns the user to the data entry page.

4a.2a.2 Return to MSS 8, step 4

4b. The actor opts to save the record.

4b.1 The system accepts the record, closes the current page, and returns the actor to the Pre-Finalization Details page.

4b.2 Use Case Completed Successfully.

Scenario 9: Print JFS 01699 form

1. The actor requests the system to “Print” the selected Pre-Finalization record.
2. The system presents preview of Report.
3. The worker optionally reviews report.
4. The worker requests System “Print” report.
5. System prints the Pre-Finalization Report.
6. The actor requests System to close the Pre-Finalization Details page.
7. The System closes the Pre-Finalization Details page and returns to the Pre-Finalization Information page.
8. Return to MSS1, step 5

Alternative flows for Scenario 9:

5a The system presents a message indicating that the print request failed.

5a.1 The actor acknowledges the message.

5a.2 The system closes the message.

5a.3 Use case unsuccessful.

4 Important and Required Fields

- Please refer to the Screen Specifications document for the requirements for all data elements including the important and required fields

5 Special Requirements

- None

Note: All Performance and Usability Requirements are captured in the Supplementary Requirements Document. Required Fields and Security Requirements are captured in CM20f Maintain Pre-Finalization Information (UC438) Screen Specification

6 Notes, Background Information, User Interface Ideas

- None

