NFOCUS Major Release Children and Family Services April 10, 2022

A Major Release of the NFOCUS system is being implemented April 10, 2022. This document provides information explaining new functionality, enhancements and problem resolutions made effective with this release. This document is divided into four main sections:

General Interest and Mainframe Topics: All NFOCUS users should read this section.

ACCESSNebraska: NFOCUS users responsible for case activity received through the Web based Electronic Application should read this section.

Developmental Disabilities Programs: NFOCUS users who work directly with DD programs and those who work with the related Medicaid cases should read this section.

Note: This section will only appear when there are tips, enhancements or fixes specific to Development Disabilities Programs.

Expert System: All NFOCUS workers with responsibility for case entry for AABD, ADC Payment SNAP, LIHEAP, LIHWAP, CC, FL, MED, Retro MED should read this section.

Note: When new functionality is added to NFOCUS that crosses multiple topics (ie General Interest and Mainframe, Alerts, Correspondence, Expert System etc) the functionality will be described in one primary location. This location will usually be the General Interest and Mainframe section or the Expert System section. Alerts, Work Tasks and Correspondence that are part of the new functionality may be documented in both the primary location that describes the entire process in addition to being in the Alerts, Work Tasks and Correspondence sections.

Interfaces, Document Imaging and NFOCUS Tips sections will be added as appropriate for the release.

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Interface

IRS and Tax Interface (Change)

The following warning message has been added to the IRS and TAX Interface:

This system may contain government information, which is restricted to authorized users ONLY. Unauthorized access, use, misuse, or modification of this computer system or of the data contained herein or in transit to/from this system constitutes a violation of Title 18, United States Code, Section 1030, and may subject the individual to criminal and civil penalties pursuant to Title 26, Unites States Code, Sections 7213, 7213A (the Taxpayer Browsing Protection Act), and 7431. This system and equipment are subject to monitoring to ensure proper performance of applicable security features or procedures. Such monitoring may result in acquisition, recording and analysis of all data being communicated, transmitted, processed, or stored in this system by a user. If monitoring reveals possible evidence of criminal activity, such evidence may be provided to Law Enforcement Personnel.

ANYONE USING THIS SYSTEM EXPRESSLY CONSENTS TO SUCH MONITORING. Additional information may be found at <u>https://dhhs.ne.gov/Pages/disclaim.aspx</u>

	Eile Det	CUS - IRS L	ist Help		· · ·			_		\times
			nap	Bo _e C _{Ms} C _{Se} 10,	M _{BI} N _{HM} S	D _X S _{EW} V _S	40 ₀		6	000 00 000 00 MENU
il	Case	Person Name	ANNIE INTERFACE							
Μ		SSN	173-33-3333	Sex FEM/	ALE .	Birth Date	12-12-1956	6		
 - 	Tax 200	N-FOCUS Thi aut this sys and 26, Pro to e Suc dat a u evi Addi	- Warning s system may conta horized users ONLY computer system of tem constitutes a vi lmay subject the in United States Code, tection Act), and 743 tection Act), and 743 sensure proper perfor the monitoring may re a being communicat ser. If monitoring re dence may be provi ONE USING THIS S [*] tional information m	WARNING in government informatic , Unauthorized access, u r of the data contained hu olation of Title 18, United Vividual to criminal and c Sections 7213, 7213A (ti 1. This system and equi mance of applicable sect sout in the acquisition, re ed, transmitted, processo teals possible evidence ded to Law Enforcement I (STEM EXPRESSLY CON ay be found at https://dbl	on, which is re ise, misuse, o erein or in tra I States Code Taxpayer I pment are sul pment are sul prity features cording, and ed, or stored i ed, or stored i of criminal ac Personnel. ISENTS TO SI Iss.ne.gov/Pag	estricted to or modification nsit to/from thi , Section 1030 pursuant to Ti Browsing oject to monito or procedures analysis of al in this system tivity, such UCH MONITOF jes/disclaim.a	of s , tte ring j by uNG. spx		Payer	
							03-21	-2022	10:25:	14

Expert System

CFS – Independent Living Budgeting for 18 year olds (Change)

If a youth is already 18 years old when they enter Independent Living (IL) and they do not have a CFS budget the month prior to their 18th birthday, <u>they can now</u> <u>be added as an IV-E eligible case</u>, if they meet all the other IV-E requirements.

The youth must have an Out of Home Placement in a CFS case for at least one day in the month that the IL case is being added, and be in a Facility that passes IV-E eligibility. If the youth is not in an Out of Home Placement and in an IV-E Facility the first month the CFS budget is ran, the budget will fail IV-E for Placement Type, which will fail the IL budgets for the same reason.

Example: IL Case Added the Same Month the IL Budget Starts (Change)

N-FOCUS - Detail Placement		- 🗆 X
ile Actions Detail Goto Help	1	>
Name		ADD
NEVAEH MOLDOVA		<u>i</u> (1
Type Facility Type/ Out of Home Supp	Living Arrangements orted	
Where Placed Organization ADAMS, ADRIANE - OR -		1
Parent/Caretaker Parent/Caretaker		
Status Information Status ACTIVE Planned Change of Placement		Additional Details
Status Date 12-01-2021	Child Missing Detail	ICPC
	Protective Service Alect	Consultation Point
Closure Reason	FIDICEUVE SETVICE MEN	Constitution i onten

Note: This case has an Out of Home placement that is IV-E eligible.

When entering the State Ward Population Description on the CFS Program Person Information window, a new pop up window displays stating "The Previous Adoption and Previous Guardianship dates are required".

	ogram Person Information				- 0
ile Actions Detai	I Goto Help				
	•		<u> </u>	• 💻	
Program Case Na	ne NEVAEH MOLDOVA				AD
Legal			0 IS Commit		
Status HHS W	ard	-	OJS COMMIN	ment	
Date 12-01-2	021		Status		<u> </u>
County Lancas	ter 🗸		Date		
State Ward Popu Description	Iation NFOAD61C - The P required.	Previous Adoption and	l Previous Guardians	shp dates are	in Date
State Ward Popu Description	NFOAD51C - The P	Previous Adoption and	l Previous Guardian:	OK Beg	in Date
State Ward Popu Description Free for Adoptio C Yes O N	n o Date Free	Previous Adoption and	I Previous Guardian:	OK Adoption	in Date
State Ward Popu Description Free for Adoptio Yes N Exception	n Date Free	Previous Adoption and	I Previous Guardian:	OK Beg	in Date
State Ward Popu Description Free for Adoptio Yes N Exception Exists: NO	n O Date Free	Previous Adoption and	I Previous Guardian:	OK Adoption Birth Info Conditions	Legal History
State Ward Popu Description Free for Adoptio ℃ Yes ☉ N Exception Exists: NO Tribal Court	n o Date Free Adopt Excepti	Previous Adoption and	I Previous Guardians	OK Adoption Birth Info Conditions Medical	Legal History JUSHistory YRLS
Itate Ward Popu Description Pree for Adoptio Yes Y N Exception Exists: NO Tribal Court filitary Status	Iation NFOAD61C - The F required.	Previous Adoption and	Previous Guardians	OK Adoption Birth Info Conditions Medical Paternity	Legal History J OJS History YLS YRTC Narrative Tribal

- If there was a previous Adoption or Guardianship, complete the information in the Adoption and Guardian push buttons.
- If there was no previous Adoption or Guardianship, select No and the date will auto populate to current date.

State	(NONE)	٠	Date		Photo Available	
National Status	(NONE)	٠	Date		Web Site	
Current A Adoption I	doption Finalized Date					Relationships
Adoptive	Parent Status Location					- - -
Loc	ation Country	(NONE)			v	
Previous /	Adoption			Date	03.03.2022	
In	tercountry		-	Country	(NONE)	Ŧ

N-FOCUS - Guardianship Information		
Current Guardianship		
Guardian Finalized Date		Relationships
Guardianship Parent Status		•
Location		•
Location Country	(NONE)	
- Previous Guardianship Previously in a Guardians	hip No 🔽 Date 03-03-2022	
1	OK Cancel Guardianship History	

After the Out of Home Placement in the CFS Case is completed, Budgets will need to be run along with the come up months. The CFS Budget will pass IV-E as long as they meet all the other IV-E requirements.

CFS case passes IV-E effective 11/2021

Name		DOB	Med Elig	Funding	Admin		^
	Role						
LOCKHART	CANDY	12-05-200	3 FC/MED	IV-E	IV-E		
	Particip	pant					
Name			IV-E Failure	Reason(s)			
Name			Med Failure R	eason(s)			
Name		Age Rel	ated Detail(s)	Begi	in Date End	Date	
Name		Mngd Ca	re Decision(s)	Begi	in Date End	Date	
Caseworke	r Name: Di	EFAULT					
Authorize	1 Date:						
Authorize	d By:						
							~
			OK				
				1			

• Once the CFS budgets have been run, the case will need to be checked back in, and the Out of Home Placement closed during the same month the IL will be added.

• Once the Out of Home Placement is closed, IL will need to be selected for Type, and a Facility Type/Living Arrangement will need to be entered that is IV-E eligible.

NEVAEH MOLDOVA	1	- · · ×
Type Facility Type/ Independent Living Image Apartment or	Living Arrangements House	
Where Placed Organization - OR - Parent/Caretaker Parent/Caretaker		
Status Information Status ACTIVE I anned Change of Placement Status Date 12-05-2021 S Closure Reason Bed Hold End Date	Child Missing Detail Protective Service Alert Trafficking Screening	Additional Details ICPC Consultation Point
Bed Hold End Date	03-03-2	022 09:32:20

Note: The CFS case started with out of home placement for the month of 11/2021 and passes IV-E.

N-FOCUS - List R	emoval/Placement View Help				- 0
	Ab Zb				1
hilds Name NEVAEH	MOLDOVA				
lemovals Date	ICPC/ICJ	Removed From	m		
12-01-20)21 N/A				
lacements Begin Date	End Date	Status I	СРС	Placed With	Placement Type
12-05-2021 12-01-2021	12-05-2021	Active I Closed I	N	ADAMS, ADRIANE	Independent Livin Out of Home
c					>
					Placement Correction

- The case will need to be checked out again, and an IL case added in Expert.
- Then the a CFS and IL budgets will need to be run.

Add Case Actions				×
Program:		App Req. Date:	Program Case Name	:
599 CHIP	^		LOCKHART CANDY	-
AABD/PMT ADC CC		App Rec' d Date: 12-01-2021	Participation Status:	
EF FW		Retro Med End Date:	Participation Reason	:
IL LIHEAP MEDICAID BETRO MED		Prorate Date:		<u>_</u>
SNAP Particinant(s):	~	TMA- G Begin Date:		
LOCKHART CANDY 12-05-2003	In HH	7		
		Eligible for Expedited: C Yes C No		
		Next	OK Cano	el Help
			·······	

Note: The CFS and IL budgets will both Pass IV-E for the first month.

udget Authoriza	tion	Benefit Month:	12-2021			
lew Budgets	:					
Pgm Case	Program Case I	Name	Pro	gram Case Numb	er	
9	Asst/Cat	Elig Name	Туре	Eligible	Amount	UP/OP Ovrd.
CFS	MOLDOVA	NEVAEH		9071978		
•			Regular	Pass	0.00	
ι.	MOLDOVA	NEVAEH		45898239	700.00	
			Regulai	Fdaa	702.03	
				1		
Previously A	uthorized Budgets:	Name	Bu	dget Override	Review	Authorize
Previously A Pgm Case Asst/Cat	uthorized Budgets:	Name egin Date End D	Program Ca	dget Override	Review	Authorize
Previously A Pgm Case Asst/Cat CFS	uthorized Budgets: Program Case I Elig Name B MOLDOVA	Name egin Date End D FVAFH	Program Ca Date Type	dget Override	Review Amount Issd	Authorize
Previously A Pgm Case Asst/Cat XFS	uthorized Budgets: Program Case I Elig Name B MOLDOVA N	Name egin Date End D EVAEH 12-01-2021 12-31	Program Ca Date Type 90719 -2021 Regula	dget Override se Number Elig 78 r Pass	Review Amount Issd	Authorize
Previously A Ogm Case AsstVCat IFS	uthorized Budgets: Program Case I Elig Name B MOLDOVA N	Name egin Date End D EVAEH 12-01-2021 12-31	Program Ca Date Type 90719 -2021 Regula	dget Override se Number Elig 78 r Pass	Review Amount Issd 0.00 N	Authorize
reviouslyA Pgm Case AsstVCat FS	uthorized Budgets: Program Case I Elig Name B MOLDOVA N	Name egin Date End D EVAEH 12-01-2021 12-31	Program Ca Date Type 90719 -2021 Regula	dget Override se Number Elig 78 r Pass	Review Amount Issd 0.00 N	Authorize
reviouslyA Igm Case Asst≬Cat FS	uthorized Budgets: Program Case I Elig Name B MOLDOVA N	Name egin Date End D EVAEH 12-01-2021 12-31	Program Ca Date Type 90719 -2021 Regula	dget Override se Number Elig 78 r Pass	Review Amount Issd 0.00 N	Authorize
reviouslyA ¹ gm <u>Case</u> Asst∛Cat FS	uthorized Budgets: Program Case P Elig Name B MOLDOVA N	Name egin Date End D EVAEH 12-01-2021 12-31	Program Ca Date Type 90719 -2021 Regula	dget Override se Number Elig 78 r Pass	Review Amount Issd 0.00 N	Authorize
reviously A 'gm Case Asst/Cat FS	uthorized Budgets: Program Case 1 Elig Name B MOLDOVA N	Name egin Date End D EVAEH 12-01-2021 12-31	Program Ca Date Type 90719 -2021 Regula	dget Override se Number Elig 78 r Pass	Amount Issd	Authorize
reviously A 'gm Case Asst≬Cat FS	uthorized Budgets: Program Case I Elig Name B MOLDOVA N	Name egin Date End D EVAEH 12-01-2021 12-31	Program Ca Date Type 90719 -2021 Regula	dget Override Elig 78 r Pass	Amount Issd 0.00 N	Authorize
reviously A ⁱ gm Case Asst≬Cat FS	uthorized Budgets: Program Case 1 Elig Name B MOLDOVA N	Name egin Date End D EVAEH 12-01-2021 12-31	Program Ca Date Type 90719 -2021 Regula	dget Override se Number Elig 78 r Pass	Amount Issd 0.00 N	UPYOP Ovrd.

• CFS Case passes IV-E for 12/2021

CFS Court	t Non Financia	l Case Detail for	12/2021				×
	Name	Delle	DOB	Med Elig	Funding	Admin	^
	MOLDOVA	NEVAEH Particij	07-10-20 pant	003 FC/MED	IV-E	IV-E	
	Name			IV-E Failure	Reason(s)		
	Name			Med Failure R	eason(s)		
	Name MOLDOVA	NEVAEH	Age Re Partic	elated Detail(s) cipation in prgm f	Begi or futu 07-1	n Date End Date 0-2003	
	Name		Mngd (Care Decision(s)	Begi	n Date End Date	
	Casework Authoriz Authoriz	er Name: Di Red Date: D Red By: Ri	EFAULT 3-03-2022 ED FOX, LI'	TTLE			v
				ОК			

• IL case passes IV-E for 12/2021

IL IL/MED	Non Financial	Case Detail fo	or 12/2021				×
	Name MOLDOVA	NEVAEH	DOB 07-10-2003	Med Elig IL/MED	Funding IV-E	Role Participant	^
	Name			Grant Failure R	eason(s)		
	Name			IV-E Failure Re	ason(s)		
	Name			Med Failure Rea	son(s)		
	Casework Authoriz Authoriz	er Name: ed Date: ed By:	DEFAULT 03-03-2022 RED FOX, LITTLE				~
				ОК			

• The second month the CFS budget will Fail for Placement Type because they are no longer in an Out of Home Placement, therefore the CFS case is no longer IV-E Eligible.

Pgm Case										
	Program Ca	se Name			Program	Case Nu	nber			
	Asst/Cat	Elig	Name	Туре		Eligible	Arr	nount	UP/OP	0vrd
CFS	MOLDOVA	NEVA	EH	Regul	ar	9071978 Fail		0.00		
••	MOLDOVA	NEVA	ΕH	Regul	ar	45898239 Pass	80)6.95		
					Budget	0 corrido	Devi	. 1	A	
Pgm Case	Program Ca	ets: se Name		Prog	ram Case N	lumber	FIEVIE	CW	Au	thorize
Pgm Case Asst/Cat	Program Ca Elig Name	ets: se Name Begin Date	End D	Prog	ram Case N Type	lumber Elig	Amount	Issd	UPIOP	0vrd
Pgm Case Asst/Cat CFS IL	Muthorized Budge Program Ca Elig Name MOLDOVA MOLDOVA	ets: se Name Begin Date NEVAEH 01-01-2022 NEVAEH	End D 01-31	Prog Pate	ram Case N Type 9071978 Regular 45898239	lumber Elig Pass	Amount 0.00	Issd	UPYOP	0vrd

CFS Case will Fail for second month and is Non-IV-E eligible.

CFS Court	Non Financial	Case Detail for 01/	/2022				×
	Name		DOB	Med Elig	Funding	Admin	^
	MOLDOVA	NEVAEH Participa	07-10-2003 nt	FC	Non IV-E	Non IV-E	
	Name MOLDOVA	NEVAEH	[IV-E Failure Re Placement Faci:	eason(s) lity		
	Name MOLDOVA	NEVAEH		Med Failure Rea Failed IV-E El:	ason(s) igibility		
	Name MOLDOVA	NEVAEH	Age Relat Participa	ted Detail(s) ation in prgm fo:	Begin r futu 07-10-	Date End Date	
	Name		Mngd Care	e Decision(s)	Begin	Date End Date	
	Casework Authoriz Authoriz	er Name: DEF ed Date: 03- ed By: RED	AULT 03-2022 FOX, LITTL	8			÷
				ок			

The second month the IL Case will Pass IV-E because the CFS budget passed IV-E in the first month (12/2021), and the IL budget will Pass for each month after that at long as they meet all the other IV-E requirements.

IL IL Non F	Financial Case I	Detail for 01/2022					×
	Name MOLDOVA	NEVAEH	DOB 07-10-2003	Med Blig IL/MED	Funding IV=E	Role Participant	^
	Name			Grant Pailure	Reason(s)		
	Name			IV-E Failure R	eason(s)		
	Name			Med Failure Re	ason (s)		
	Casework Authoriz Authoriz	er Name: DEl ed Date: ed By:	FAULT				
							Y
				OK			

CFS Case - Program Case Person History Window

Person					1
Name:	NEVAEH MO	LDOVA			
Number:	38680319				
Begin Date	End Date	Reason	Assistance	Fund	more-
04-01-2022	02 21 2022		FC	Child Welfare	
03-01-2022	03-31-2022		FC/MED	Child Welfare	
01-01-2022	01-31-2022		FC/MED	Child Welfare	
12-01-2021	12-31-2021		FC/MED	IV-E	1
				2	+
					more+
		OK	Hala		
			псь		

IL Program Case History Window

V-FOCUS - Progra	im Case History					×
Status	Begin	End	Reason	Fund		more-
ACTIVE ACTIVE ACTIVE ACTIVE ACTIVE	04-01-2022 03-01-2022 02-01-2022 01-01-2022 12-01-2021	03-31-2022 02-28-2022 01-31-2022 12-31-2021		IV-E IV-E IV-E IV-E		
4		ОК	Help		2	more*

CFS – Legal Status of Police Hold and Claiming IV-E (Change)

When a child is placed on a Police Hold on the last day of the month, and a Court Order for DHHS Custody is not made until the next month, the child should **not** be IV-E funded until the month the Court Order is made.

In cases where the child has the Legal Status of Police Hold, and is placed in a IV-E eligible home/facility, and the Court Order is all in the **SAME** month, then the child is IV-E. If a child is IV-E one day of the month, the child is IV-E all days of the month.

Working with a Police Hold for 1/31/2022

• Add a Placement and Facility Type of Out of Home Placement and Facility.

	a and help	The B		
Program Case Na	Person me			AD
egal <u>Status</u> Police <u>Date</u> 01-31-2	Hold	OJS Commit Status Date	ment	
tate Ward Popu	lation	0#		
Description	Begin Date	Description	Beg	jin Date
Description	Begin Date	Description	Beg Adoption	in Date
Description Free for Adoptio Yes & N Exception	Begin Date	Description	Adoption Birth Info	Legal History
Description Free for Adoptio Yes * N Exception Exists: NO	Begin Date	Description	Adoption Birth Info <u>C</u> onditions	Legal History OJS History YLS
Description Free for Adoptio Yes • N Exception Exists: NO Tribal Court	Begin Date	Description	Adoption Birth Info Conditions Medical	Legal History OJS History YLS YRTC Narrative
Description Free for Adoptio Yes N Exception Exists: NO Tribal Court lilitary Status	Begin Date	Description	Beg Adoption Birth Info Conditions Medical Paternity	Legal History OJS History YRIC Narrative Tribal

• Check out case and run budgeting for 1/2022

Action Goto View	Help					
	Ato Z A	HBCC ABC				
hilds Name						
EVANII REHER	5					
Removals						
Date	ICPC/ICJ	Removed F	From			_
01-31-2022	N/A	MELISSA F	REHERS			
Nacements Begin Date End	Date	Status	ICPC F	Placed With	 Placement T	vpe
lacements Begin Date End 01-31-2022	Date	Status	ICPC F	Placed With CALLOWAY CLEVER	 Placement T Out of Home	туре
lacements Begin Date End 01-31-2022	Date	Status Active	ICPC F	Placed With CALLOWAY CLEVER	Placement T Out of Home	Уре
lacements Begin Date End 01-31-2022	Date	Status Active	ICPC F	Placed With CALLOWAY CLEVER	Placement T Out of Home	- ype
lacements Begin Date End 01-31-2022	Date	Status Active	ICPC F	Placed With CALLOWAY CLEVER	Placement T Out of Home	īype :
lacements Begin Date End 01-31-2022	Date	Status Active	ICPC F	Placed With CALLOWAY CLEVER	 Placement T Out of Home	jype :
lacements Begin Date End 01-31-2022	Date	Status Active	ICPC F	Placed With CALLOWAY CLEVER	Placement T Out of Home	īype :
Nacements Begin Date End 01-31-2022	Date	Status Active	ICPC F	Placed With CALLOWAY CLEVER	Placement T Out of Home	ýpe S
Nacements Begin Date End 01-31-2022	Date	Status Active	ICPC F	Placed With CALLOWAY CLEVER	Placement T Out of Home	ýpe :
Nacements Begin Date End 01-31-2022	Date	Status Active	ICPC F	Placed With CALLOWAY CLEVER	Placement T Out of Home	Type :
flacements Begin Date End 01-31-2022	Date	Status Active	ICPC F	Placed With CALLOWAY CLEVER	Placement T Out of Home	īype :

Working with a Police Hold that is Non IV-E for 1/31/2022

• On 2/1/2022 the Court Order is made, so the legal status was changed to HHS Ward.

Be	enefit Sun	nmary		Begin Date:	1-2022					×
	REHE	RS, MELIS	SA		CFS		Non-court	R	egular	
	Resou	rce Detail				Unit Siz	e	_	1	
F	CFS Non-c	ourt Non Fin	ancial Case Detail	for 01/2022						>
[Name		DOB	Med Eli	g	Funding	Admin	^	
		REHERS	Role EVANII Particip	07-18-2007 ant	FC		Non IV-E	Non IV-E		
		Name REHERS	EVANII		IV-E Fa Placeme	ilure Re ent Facil	ason(s) ity			
		Name REHERS	EVANII		Med Fai Failed	lure Rea IV-E Eli	son(s) gibility			
		Name		Age Rela	ted Detai	1(s)	Begin I	Date End Date		
		Name		Mngd Car	e Decisio	on(s)	Begin I	Date End Date		
		Casewor Authori Authori	ker Name: DE zed Date: zed By:	FAULT						

Working with Court ordered HHS ward 2/1/22

N-FOCUS - CFS Pr	ogram Person Information			- 🗆 X		
File Actions Detai	il Goto Help					
		🖳 P ;				
Program Case	Person			UPDATE		
Nai	me EVANII REHERS					
Legal		- 0.1S Commitm	ent			
Status HHS W	ard 🗾	- 033 Commu	iciit			
Date 02-01-2022 Status						
County Lancas	ter 🔽	Date				
	_					
-State Ward Popu	lation	Offenses	. ·	D .		
Dependency/N	Eegin Date	Description	Begir	Date		
Dependency/in						
Free for Adoptio	n		Adaption	Legal History		
O Yes O N	o Date Free		Augpuon	<u>L</u> egarmstory		
Exception			Birth Info	UJS History		
Exists: NO	Adopt Exception		Conditions	YLS		
Tribal Court		-	Medical	YRTC Narrative		
Military Status	(NONE)		Paternity	Tribal		
Beligion	INONE	-	Guardian			
riengian	line.					
			03-07-2022	18:23:34		

- Check out case and run budgeting for 2/2022
- Court details start 2/1/22

Update Funding Details		×
Person REHERS EVANII 07-18-2007	Court Details Petition Date 02-01-2022 Lived with Parent! Relative Physically Removed	Contrary to the Welfare & Yes C No Contrary to the Welfare/Best Interest Date
Family Details Deprivation Type CONTINUED ABSENCE	© Yes © No Physically Removed Date 01-31-2022	Reasonable Efforts & Yes C No
Number of Family Members Number of Family Members Number of Family Members Employed 0 Total Earned Income	Lived with Parent' Relative Legally Removed IF Yes C No Legally Removed Date 01-31-2022	Reasonable Efforts Not Required C Yes C No Reasonable Efforts Finding Date 02-01-2022 Process
0.00 Total Uncarned Income 0.00 Income Verification Source Bank Records	Yearly Review Deprivation Type Bit CONTINUED ABSENCE Initial 01 Add Undate 01	eginDate EndDate 1-31-2022
Judicial Determination of CTW/ IBI for VPA within180 days of removal: C. Yes C. No Date of Determination	Hearing Review Prior Permanency Plan Type Rs	nEff CourtOrderDt Process
		OK Cancel Help

• Child is IV-E eligible effective 2/1/22 due to Court order in HHS Custody

CFS Court	Non Financial	Case Detail for 02/	2022				×
	Name	Dele	DOB	Med Elig	Funding	Admin	^
	REHERS I	EVANII	07-18-200	7 FC/MED	IV-E	IV-E	
		Participar	nt				
	Name			IV-E Failure R	eason(s)		
	Name			Med Failure Re	ason(s)		
	Name		Age Rel	ated Detail(s)	Begin	n Date End Date	
	Name		Mngd Ca	are Decision(s)	Begin	n Date End Date	
	Casework Authoriz Authoriz	er Name: DEP/ ed Date: ed By:	AULT				
							~
				ОК			

• History of IV-E status based on Court order to HH Custody except for 1/22 when on Police hold

Person History		-				-		>
Person:		Program Cas	с,					
REHERS EVANII	07-18-2007	REHERS	MELISSA	CFS	81871930			
Person History:								
Participant	FC/MED	IV-E	Active		04-01-2022			
Participant	FC/MED	IV-E	Active		03-01-2022	03-31-2022		
Participant	FC/MED	IV-E Child Welf	Active		02-01-2022 01-01-2022	02-28-2022 01-31-2022		
	10		Acute		OT OT LOLL	UT UT LULL		
Override Data								
						[0K	Heln
						l	UN	

CFS - Bridge to Independence Retroactive IV-E Override

The Program Administrator has requested the ability to retroactively change the Fund Code on a B2I Budget during the last month of the youth's eligibility. This happens if the Young Adult does not meet the program guidelines, but the program must legally allow 30 days for the YA (YAVS Youth) to resolve the issue.

If the youth does not resolve the issue, it is normally after the fact that the funding must be changed. **The program rules have not changed**, only the timing of eligibility which makes it impossible to change to CW funding before the 30 days has expired. This change would always be done retroactively.

With this release, the worker will need to notify the Supervisor to contact the Program Administrator (Manuel Escamilla) because he is are the only one with the security to retroactivly override a fund code.

Children and Family Services

Previous Adoption and Guardianship Dates

With the changing requirements of AFCARS 2.0, we need to capture data on previous Adoptions and Guardianships. Data on previous Adoptions and Guardianships must be entered if the child has one of the following legal statuses:

- HHS Ward
- HHS-OJS Ward
- Both OJS and HHS Ward
- Young Adult Voluntary Services
- Tribal Court Custody

If one of these legal statuses are received you will receive the following message.

						S
Progra	am Case Person Name W	NSTON WOLF				ADD
Legal Status	HHS Ward		• 0	JS Commit	ment	
Date	04-19-2022		S	atus 🗌		
County	Douglas			Date		
State W Descrip	and Population ption	NFQAD61C - The Previous Adopti required.	on and Previous	Guardianship	o indicators are	egin Date
Free for	r Adoption ts 🤨 No Da	le Free			Adoption Birth Info	Legal History

To enter the previous Adoption data, follow these steps:

• Select the Adoption pushbutton.

N-FOCUS - CFS Program Person Information			- 0 >
File Actions Detail Goto Help	B	i 💼	S
Program Case Person Name WINSTON WOLF			ADD
Legal Status HHS Ward	• OJS Commit	Iment	
Ceunty Couglas	Status Date	_	2
State Ward Population Description Begin Date	Offenses Description	Beg	in Date
Free for Adoption		Adeption	Legal History
Exception		Birth Info	OJS History
Exists: NO Adopt Exception		Conditions	YLS
Tribal Court	•	Medical	YRTC Narrative
Military Status (NONE) -		Paternity	Tribal
Religion [NONE]		Guardian	

• Select the Previous Adoption indicator from the Previous Adoption drop down list. The options in the drop down are No, Yes and Undetermined/Abandoned.

State Status (NONE)	• Date		Photo Available	
National Status (NONE)	▼ Date		Photo Shared Web Site	
Current Adoption				
doption Finalized Date				Relationships
Adoptive Parent Status				•
Location				
Location Country	(NONE)			
revious Adoption				
Previously Adopted		 Date 		
Intercountry		Country	(NONE)	•
	OK	Cancel	Adaption History	

- No select this option when the worker inquired and the child had not been adopted prior to entering state custody. The date will default to the Current Date.
- Undermined select this option when the worker cannot determine if the child was previously adopted. October 1, 2022, the option 'Undetermined' will be replaced with the term 'Abandoned'. This is for AFCARS reporting purposes. The date will default to Current Date.
- Yes select this option when the child was adopted prior to entering this episode of state custody. This adoption may be a private adoption, state adoption, adoption in another state or any other type of adoption.
- Enter the Adoption Date as the date of the adoption. If the exact date is not known, the worker may estimate the date based on the information they have, for example the child's birthdate and knowing he was adopted at age 3. Try to get as close to the actual adoption date as possible. Use the 15th as the day if the actual date is unknown. Do not use things like 01/01/1900.
- The Intercountry field is also required.

Previous Adoption — Previously Adopted	Yes	• Date	02-15-2019	
Intercountry	Yes	Country	[NONE]	×
	ок	Cancel	Adoption History	

The options for Intercountry are:

- No -the child was adopted within the USA
- Yes -the child was adopted from another country.
 - If this option is selected, the worker must select a country from the 'Country' drop down list.

• The previous guardianship indicator and date are required. This is accessed from the Guardianship pushbutton.

	💌 🏂	1	S
Program Case Person Name WINSTON WOLF			AD
egal Status HHS Ward	• OJS Commitme	int .	
Date 04-19-2022	Status		-
Lounty Douglas	Conc.		
State Ward Population Description Begin Date	Offenses Description	Beg	in Date
State Ward Population Description Begin Date	Offenses Description	Beg	in Date
State Ward Population Description Begin Date	Offenses Description	Beg Ad <u>o</u> ption	in Date
State Ward Population Description Begin Date Free for Adoption © Yes © No Date Free Exception	Offenses Description	Beg Adgption Birth Info	in Date
State Ward Population Description Begin Date Free for Adoption C Yes I No Date Free Exception Excists: NO Adopt Exception	Offenses Description •	Beg Adgption Birth Info Conditions	in Date
State Ward Population Description Begin Date Free for Adoption \cap Yes \circ No Date Free Exception Exception Exists: NO Adopt Exception Tribal Court	Contenses Description	Adgption Birth Info Conditions Medical	Legal History OJS History YLS YRTC Narrative
State Ward Population Description Begin Date Free for Adoption $\ Yes \ No Date Free Exception Exists: NO Adopt Exception Tribal Court Millitary Status (NONE)$	Cffenses Description	Beg Adgption Birth Info Conditions Medical Paternity	in Date

Note: If the child is already a state ward and has a previous adoption indicator and date, the worker will be prompted to enter the previous guardianship information and date.

FOCUS - Guardianship Information		
Guardian Finalized Date	R	elationships
Guardianship Parent Status		•
Location		-
Location Country	[NONE]	*
Previous Guardianship Previously in a Guardians	.▼ Date	
	OK Cancel Guardianship History	

- Select the appropriate Previous Guardianship answer from the drop down. The options are:
 - No select when the child had not been in a previous guardianship. The date will default to current date.
 - Abandoned select when the child was abandoned and it is not possible to tell if the child was in a previous guardianship.
 - Yes select when the child was in a previous guardianship either a private guardianship, guardianship with DHHS or another state. The guardianship finalized date should be entered in the date field. If the

exact date is not known, the user may estimate based on the information they have trying to get as close to the real guardianship date as possible. Use the 15th as the day if it is unknown. Do not use things like 01/01/1900.

Note: If the child is already a ward and has a previous adoption indicator and date the worker will be prompted to enter the guardianship indicator and date.

Additional Adoption and Guardianship (New/Change)

With the changing requirements of AFCARS 2.0, we need to capture additional data on finalized adoptions and guardianships. If a child goes from a State Ward to Non-Ward Status and the reasons is one of the following:

- Adopted by Step-Parent
- Adopted by Foster Parent
- Adopted by Relative
- Adopted by Other Non-Relative

The Adoption Finalized Date is required. This window is displayed by selecting the Adoption pushbutton from the CFS Program Person Information window.

State Status (NONE) National Status (NONE)	▼ Date		 Photo Available Photo Shared Web Site 	
Current Adoption Adoption Finalized Dat Adoptive Parent Status	e 05-04-2022			Relationships -
Location	(NONE)		Y	-
revious Adoption Previously Adopted N Intercountry	lo	Date Country	05-04-2022 (NONE)	V
	ОК	Cancel	Adoption History	N-FOCUS - Test Date

• After entering Adoption Finalized Date, select the Relationships Pushbutton to display the Professional Relationships window.

N FOCUS Drofessional Polationships				
File Action Goto Help			_	
		₩?		
Case Person				ADD
WILLY WOLF		P		
Relationship Type				
Adoptive Parent				
Professional				
		1		
Tribe Represented				
Begin Date: 05-04-2022	End Date:			
			N-FOCUS - Te	est Date
		0	3-16 05-04-20	22 15:49

- Select the Relationship Type of Adoptive Parent from the drop down.
- Select the Professional Out-Select Arrow icon to locate the adoptive parent's information.
 - If it is a single person adoption, then 'Save and Close'. If there are two adoptive parents, 'Save and Next' and repeat the process for the second adoptive parent.
- **Note:** The word 'Professional' will be changing to 'Adoptive Parent/Guardian' with the August release.
 - From the Adoption Information window, enter the Adoptive Parent Status. The drop down options are:
 - Married Couple
 - Unmarried Couple
 - Separated
 - Single Adult
 - Married but individually adopting or obtaining guardianship
 - Enter the Location of the adoption. The drop down options are:
 - Intra-jurisdictional Adoption/Guardianship(within state or tribal area)
 - \circ $\,$ Select this option if the child was adopted within Nebraska $\,$
 - \circ $\,$ Tribal workers select this option if the child is adopted within their tribe
 - Inter-jurisdictional Adoption/Guardianship (outside state or tribal area)
 - \circ $\,$ Select this option if the child was adopted within a state other than Nebraska
 - $\circ~$ Tribal workers select this option if the child was adopted outside of his/her tribe, but still within the United States
 - Inter-country

- \circ $\;$ Select this option if the child was adopted within a country other than the United States.
- You must select the country from the Location Country dropdown list.
- If a child's states goes from a State Ward to Non-Ward Status and the reasons is one of the following:
 - Guardianship with Relative
 - Guardianship with Non-Relative
- The Guardianship Finalized Date is required.
 - $\circ~$ Access this window be selecting the Guardianship pushbutton from the CFS Program Person Information window.

Guardian Finalized Date	1	Relationships
Guardianship Parent Status		
Location		
Location Country	(NONE)	×
Previous Guardianshin		
Product de la construction		05.04.9099
Previously in a Guardians	hip No 🝷 Da	2202-00-00

- Enter the Guardian Finalized Date.
- Select the Relationships pushbutton.

N-FOCUS - Professional Relationships			– 🗆 X
File Action Goto Help			
Case Person			ADD
WILLY WOLF		1	
Relationship Type			
			
Professional			
		P	
Tribe Represented			
	5 (D)	1	
Begin Date: 05-04-2022	End Date:		

- From the Professional Relationships window, select Guardian from the Relationship Type drop down field.
- Select the Professional Out-Select Arrow icon to find the guardian's information.
 - If it is a single person guardianship, then 'Save and Close'. If there are two guardians, 'Save and Next' and repeat the process for the second guardian.

Note: The word 'Professional' will be changing to 'Adoptive Parent/Guardian' with the August release.

- From the Guardianship Information window, enter the Guardianship Parent Status. Available options are:
- Married Couple
- Unmarried Couple
- Separated
- Single Adult
- Married but individually adopting or obtaining guardianship
- Enter the Location of the guardianship. Available options are:
- Intra-jurisdictional Adoption/Guardianship(within State or Tribal area)
 - Select this response if the child's guardianship was within Nebraska
 - Tribal workers select this if the child's guardianship is within their tribe
- Inter-jurisdictional Adoption/Guardianship (outside State or Tribal area)
 - Select if the child's guardianship is within a state other than Nebraska
 - Tribal workers select this if the child's guardianship is outside of his/her tribe, but still within the United States
- Inter-country
 - Select this if the child's guardianship is within a country other than the United States.
- Select the country from the Location Country dropdown list

Additional Data for Transfer to Another Agency (New)

With the changing requirements of AFCARS 2.0, we need to collect additional information when a child transfers to another agency. If a child is a State Ward and goes to Non-Ward Legal Status with a reason of 'Transfer to Another Agency' additional data will be required.

Progran	n Case Person Name WIN	ISTON WOLF				
gal <u>tatus</u> I	Non-Ward		OJS Cor	nmitment		
Date [05-04-2022		Status			
ounty 7	Adams		Date			
ate War	Transfer to Ano d Population ion	N-FOCUS - Warning NFOAD61C - A Transfer Agency must be sel non-ward reason is to transfer to another ag	ected and do ency.	ocumented when the	×	legin
(buse/N	eglect			ОК		

ree for Adoption –

After selecting OK, the following dialog box will display.

N-FOCUS - Transfer Agency	
Transfer Agency	State Title IV-E Agency
Agency Description	^
	>
	OK Consel

- Select the appropriate option. The available options are: ٠
 - State Title Iv-E Agency
 - Tribal IV-E Agency
 - Indian Tribe or Tribal Agency (Non IV-E)
 - Juvenile Justice Agency
 - Mental Health Agency •

When to use each option:

- State Title IV-E Agency should be used if custody transferred to another State
- Indian Tribe or Tribal Agency (non-IV-E) should be used if transferred to a Nebraska tribe

Note: Title IV-E tribes are very rare.

- Enter the Agency Description.
 - Some examples would be California, Rosebud Tribe, Probation, etc.

Placement Change/Close Reasons (New)

The following two new placement change/close reasons have been added:

- Approved to Licensed
- Licensed to Approved

These reasons should be used when a child remains in the same Foster Home, but the Foster Home has a change in Status.

Primary Care Physician Requirement (New)

A new requirement has been added to NFOCUS that will require the worker to add a Professional Relationship of Primary Care Physician before a NEW Court Report can be saved. This also applies to Court Reports that have been created using the Copy Forward functionality on NFOCUS.

The Role of Primary Care Physician will need to be added for all of the children that are going to be included in the New Court Report. Old Court reports will still be able to be reprinted without adding this Role. The Primary Care Physician Role can be added just like any of the previous Professional relationships by using the Professional Relationship button.

- From the Professional Relationships window, select the out select arrow icon to select the child's name.
- Select Primary Care Physician from the Relationship Type drop down menu.
- Select the Out Select Arrow icon for the Profession and select the appropriate Professional Relationship.
 - The Professional can be a specific Doctor or an organization such as the Doctor's office. When arrowing out to select the professional the user will be asked to identify the Professional as a Person or an Organization.
 - Depending on the type of selected (Person or Organization) the Person Search or Search Organization window will display.
 - After selecting the correct Professional Relationship save the information. The information should then be visible in the List Professional Relationships window.
- If there are Tribal affiliations, select the Out Select Arrow icon for Tribal and select the appropriate Tribe.

See Screen prints on next page.

N-FOCUS - Professional Relationships				– 🗆 X
File Action Goto Help				
	ORG	ĺ		
Case Person				ADD
KRIS TILDEN			A	
Relationship Type				
Primary Care Physician	N-FOCUS - Choose Re	lationship X	1	
Professional	Professional Rela	tionship is a/an		
	O Person			
	Organization			
Tribe Represented	OK	Cancel		
Begin Date: 03-09-2022	 End Dat	e:		
,		,		
N-FOCUS - List Professional Relations	ships			– 🗆 X
File View Goto Help				
	ABCC			
	LC RBC			
Case Person	Relationship	Professional	Phone #	Begin
KRIS TILDEN	PRIMARY CARE PH	BILL SMITH		01-01-202
JEFF TILDEN	PROBATION OFFIC	TYLER ADOPTION	(402)888-9865	02-04-202
ICCC THOCH	DOLLAR WITCHOT			00 0 1 007

• The Court Report can now be created.

Change to Conditions (Change)

The Substance Use/Exposure category has been moved from the Behavior/Social issue section to the Diagnosed Medical/Psychiatric Condition.

N-FOCUS - Detail Condition		
File Actions Goto Detail	Help	
	🐱 <u>i</u> 🔤	
Case Person WINSTON	WOLF	
Is this person currently condition?	diagnosed with a medical or psychiatric	Last Answered
Yes	▼	Confirm
Has this person recent	y experienced a behavioral condition	
or social condition?		History
No	<u> </u>	
Condition		
0-1	Begin Date	End Date

The following two new Categories have been added:

- Developmental Disabilities
- Developmental Delays

Note: It can be frustrating to find a condition, but if you select 'All' as the category, you will see the all the 'Types' in alphabetical order.

There will be additional changes to the Detail Condition window on 10/1/2022.

Detail Intake Window (New/Change)

In order to Integrate Safety Organized Practice Into NFOCUS a new button labeled Harm/Danger was added to the Detail Intake Window:

N. N. FOCUS - Detail Intake		- N Y
File Actions Detail Goto Help		Contract Chief
	1 7 4 7 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9	I 🗗 🖿 📰
Intake Information		ADD
Name	Number	Add Allegation
Status Onen	Status Date	Tie Intake
Status Beacon	Received Date 03-17-2022	Caller/Reporter
Office Assigned CENTRAL	Time 01:21 PM	A/N Factors
Omce Assigned CENTRAL		History
Received by DSSZ910	Last Opdate Date	Intake Notification
Last Updated by		Intake Referral
Source Phone Call	▼ Type	 Screening Decision
		Harm/Danger
Persons/Allegations	MI Allegation Role Age Class	Search by Address Search by Phone
Organizations		
Name	Role	
	03	3-17-2022 13:31:34

This button is only enabled for Child Abuse Neglect and Dependent Child intakes whose final screening decision is Accept. This button is used to add Provisional Harm and Danger Statements to the Intake.

When the Harm/Danger button is clicked, the Detail Provisional Harm/Danger Statement window will display.

See Screen print on next page.

N-FOCUS - Detail Provisional Harm/Danger Statement	- 0
File Help	
_ 7	
	ADD
Provisional Harm/Danger ID 0	
Provisional Harm Statement	
	Max
	ABC
Provisional Danger Statement	
	Max
	ABC
Identify Safety Network	
	Max
	ABC
	03-17-2022 13:57:32

Note: The Provisional Harm Statement and Provisional Danger Statement are required to Save and Close. Identify Safety Network is optional.

Provisional Harm and Danger is required to close Child Abuse Neglect and Dependent Child Intake types with the following Status Reasons:

- Accept for Initial Assessment
- Unable to Identify-Accepted
- Alternative Response

If Provisional Harm and Danger is not completed when trying to close Intake with one of the Status Reasons listed above, the following error message will display:

N-FOCUS - Close Intake Confirmation	
N-EOCUS - Action Paguined	\sim
NFOA411C - Provisional Harm/Danger statements are required to close the intake for this status reason, please complete this now.	^
OK Cancel	

Clicking OK will return you to the Detail Provisional Harm/Danger Statement Window to complete the Harm and Danger statement.

N-FOCUS - Detail Provisional Harm/Danger Statement	-		×
		ADD	
Provisional Harm/Danger ID 0			
Provisional Harm Statement			1
		↑ Мах	
		ABC	
Provisional Danger Statement]
		↑ Max	
		ABC	
Identify Safety Network			-
		Max	
		ABC	
		40.57.0	
U3-17- U3-17	2022	13:57:3	2

If Provisional Harm/Danger Statement is filled out, but the intake closure reason is NOT completed with one of the following Status Reasons, the following error message will display:

- Accept for initial Assessment
- Unable to Identify-Accepted
- Alternative Response



• Selecting yes will delete any Provisional Harm and Danger statement information and close the Intake

• Selecting No will close this window and allow the worker to change the Status of the Intake if need be.

Security to Edit Provisional Harm/Danger Statement on Closed Intake

- **Hotline Workers** <u>will not</u> be able to edit Provisional Harm and Danger statements after the Intake is in Closed Status.
- Hotline Supervisors and Admins <u>will be</u> able to edit Provisional Harm and Danger Statements after Intake is in Closed Status.

Provisional Harm and Danger statements will appear on Printed Intake Worksheets.

SDM Household Summary/Detail (Change)

In order to Integrate Safety Organized Practice into NFOCUS a new button labeled SOP was added to the SDM Household Summary/Detail.

N-FOCUS - SDM Household Summary/Detail				- 🗆 X
	M 📺 🚰			
CFS Case Name COOL UAT HD		Master Case II	D 5639	
Household Name	Referral Date	Status Status Begi		Sfty Asmnt
COOL UAT HD	03-10-2022	INITIAL ASSESSM 03-10-2022	Status	Sfty Plan
COOLER UAT HD	03-10-2022	INITIAL ASSESSIV 03-12-2022	History	Risk Asmnt
			Summany	Prvntn Asmnt
<		>	Summary	FSN Asmnt
SDM Household Name COOL UAT HD		ID 81801983		Reunif. Asmnt
Referral Date 03-10-2022	Status INITIAL	ASSESSMENT		Risk Re-asmnt
Name	Role	Role Begin Date		Case Plan
COOL UAT HD PRECIOUS LIAT HD	PRIMARY CAREG	GIVER 03-10-2022 03-10-2022	Add	SOP
COOLEST UAT HD	CHILD	03-10-2022	Update	Narrative
			Remove	
			End Date	
1			History	
			00 47 0	
			03-17-2022	2 14:18:41

- SOP button is only enable when an Active Household is selected
- SOP button is Household specific
- Cannot Delete a Household with Harm/Danger Statements Created

If workers try to delete a Household with Harm/Danger statements created the following error will display:



Safety Organized Practice Overview Summary (New)

The Safety Organized Practice Overview Summary window will display when the SOP button is selected from the SDM Household Summary/Detail.

This window displays the following:

- Harm/Danger Tool indicates when a Harm/Danger statement was last created.
- Harm/Danger Push Button clicking this button will display List Harm/Danger Statements window if a Harm/Danger statement has been created.
 - If a Harm/Danger Statement has not been created clicking the Harm/Danger button will open new Detail Harm/Danger Statement window.

N-FOCUS - Safety Organi File Help	ized Practice Overview Summary	/		-	
	[Ш ?			
Household Name	COOL UAT HD				UPDATE
Referral Date	03-10-2022	Household ID	81801983		
- Overview Summary	of the Safety Organized P	ractice			
Tool	Date Las	t Created			
Harm/Danger	03-10-20	22		Harm/Dang	Jer
				03-17-2022	14:26:03

List Harm/Danger Statement (New)

The List Harm/Danger Statement window will display when 1 or more Harm/Danger Statements have been created.

Note: Harm/Danger statements are created by clicking the Harm/Danger Button on the Safety Organized Practice Overview Summary Window:

N-FOCUS - List Harm/Dang	er Statements		- X
File Actions View Help			
		h ?	
Begin Date End Dat	te Harm/Danger Household Nan	ne	
03-05-2022 03-10-2 03-04-2022 03-10-2 03-01-2022	1022 BOTH COOL UAT HD 1022 DANGER COOL UAT HD BOTH COOL UAT HD		
			>
		03-17-2022	14:46:44

- Workers can open and edit the harm/danger statements if they are not end date or tied to finalized assessments
- Workers can create new Harm/Danger Statements from this window
- Worker can delete Harm/Danger Statements if they are not end dated or tied to finalized assessments.
- Harm/Danger statements will be automatically end date if there is no end dated entered when the SDM household is put in "Closed" or "After care" status.

Detail Harm/Danger Statement (New)

Note: All Harm and Danger Statements have the ability to be tied to all SDM Assessments, SDM Case Plan and Court Report.

The Harm/Danger Statement window contains the following information:

- Danger Statement is REQUIRED
- Harm Statement is Optional
- Begin Date is required.
 - Harm and Danger statements can be edited without an end date

- Once an end date is entered Harm/Danger statements cannot be edited/deleted except by Supervisors and Admins
- Harm/danger statements cannot be edited or deleted if tied to finalized assessment or final court report.

N-FOCUS - Detail Harm/Danger Statement					- 🗆 🗙
File Help			_		
			?		
Household Name	COOL UAT H	D			UPDATE
Harm/Danger ID	50806286	<u>Begin Date</u>	03-01-2022	End Date	
Harm Statement (Enter only one)					
Harm Statement					Max
					ABC
- Danger Statement (Enter only one) -					
Danger Statement					Max
					ABC
				03-17-20	14:33:55

If worker tries to edit or delete a Harm/Danger Statement that is tied to a finalized Assessment/Court Report this error the following error message will display:



SDM Assessments and Court Report Actions Tie/Untie Menu (Change)

Tie Harm/Danger and Untie Harm/Danger menu items have been added to all the Detail SDM Assessments Windows and Detail Court Report.

		Update Status	
•	 Tie Harm/Danger will only be enabled if there is at least 1 Harm/Danger Statement created that is not already 	Completed By	
		Tie Intake	
	tied to the SDM Assessment or Court	Untie Intake	
	Report	Untie Safety Plan	
•	Nepolit Untie Harm/Danger will only be enabled	Untie Safety Assessment	
•	if there is at least 1 Harm/Danger	Tie Harm/Danger	
	Statement that is tied to the SDM	Untie Harm/Danger	
	Assessment or Court Report	Print Safety Assessment	
•	Selecting Tie Harm/Danger will	Print Contact Sheet	
	display the Tie Harm/Danger window.	Reprint Safety Assessment	
	 All of the Harm/Danger 	Reprint Contact Sheet	
	Statements that are available to	Reprint Safety Assessment and Safety Plan	
	be Tied will be displayed.	Delete Safety Assessment	
	N-FOCUS - Tie Harm/Danger Statements	-	
	SDM Reunification Assessment ID: 94607295		
	Begin Date End Date Harm/Danger Household Name		
	03-04-2022 03-10-2022 DANGER COOL UAT HD		

 From this window workers can open the Harm/Danger statement to review or click the blue arrow to tie Harm/Danger.

<

Close window

• Once blue arrow is selected st the following pop up window will display:

>

14:57:49

03-17-2022



- Yes will tie the harm/danger statement to the assessment
- No will not tie the harm/danger statement
- Selecting Untie Harm/Danger will display the Untie Harm/Danger window.
- All Harm/Danger statements that are available to be Untied will be displayed.

N-FOCUS - Unti	e Harm/Danger St	atements			
le Actions Vie	w Help	Ato ABC		M	S
		Žc AB	c		
SDM Reunifi	cation Assessr	nent ID:	94607295		
Begin Date	End Date	Harm/Dange	r Household Name		
03-05-2022	03-10-2022	BOTH	COOL UAT HD		
03-01-2022		БОТН	COOL OAT HD		
<					>
				03-17-202	2 15:03:23

- Workers can open the Harm/Danger statement to review or click the blue arrow statement to tie Harm/danger.
- Once blue arrow is selected \square the following pop up will display:



- Yes will Untie the Harm/Danger Statement to assessment
- No will not Untie the Harm/Danger Statement

SDM Assessments and Court Report Go To Menu (Change)

A Harm/Danger Option has been added to all the SDM Assessments and Court Report Go To Menu. This menu item is only active if there is at least one Harm/Danger statement tied to the SDM Assessment/Court Report.

N-FOCUS - Detail SDN	1 Reunification Assessmer	nt U		- 🗆 X
File Actions Detail	Goto Help			
-	Program Case Person Detail	e (9	h ?	
CFS Case Name (HH Name COOL L	Tribal Information Relative/Kin Harm/Danger	_	MC # 5639 Referral Date 03-10-3	UPDATE 2022
Assessment Date	03-10-2022 ID I	lbr 94607295	Risk Index	PT Summary
Completed By FLEU Office CENTRAL	JR DE LIS	P	Safety Re-asmnt	Scoring/Overrides
Status Final	aso	f 03-10-2022	Safety Plan	Recomendations
Final Risk Level Lo Risk Score 1	ow Score	d Risk Level Low		Status History
Safety Decision C	onditionally Safe			
- Persons Involved in	n the Assessment			
Name		Role	Birth Date Rem	noved
COOLEST UAT HD COOLEST UAT HD PRECIOUS UAT HE)	Child Child Child	r 12-01-1980 01-01-2008 01-01-2015	Y Removed
Reviwed By Supervisor FLEUR	DE LIS	On Behalf Of		Review Narrative
			03-1	7-2022 15:14:38

Selecting the Harm/Danger menu option will open the Tied Harm/Danger Statements window that lists all the Harm/Danger Statements that are currently tied to the Assessment/Court Report.

D	N-FO	CUS - Tied I	Harm/Danger Stat	ements				X
F	ile Ac	tions Viev	v Help					
							?	
	SDM	Reunific	ation Assessm	ent ID:	94607295			
	Begi	n Date	End Date	Harm/Danger	Household Nam	e		
	03-0	5-2022	03-10-2022	BOTH	COOL UAT HD			
	0.3-0	1-2022		DOIN	COOL OAT HD			
	<							>
							03-17-2022	15:17:06

The Harm/Danger Statements can be opened and reviewed from this window.

Geographic Area (Service Area) Change

With this release, Tribal has been added as a Geographic Area on the Detail Office window. This will allows offices that serve the Tribes to be in their own Service Area. Doing so will make it easier to separate Tribal date from State data.

N-FOCUS - Detail Office			_	X
File Actions Details Goto Help				
	<u> </u>		<u>h</u>	
Office				
ID :	386			
Name	LINCOLN 5220 S. 16TH STREET			
Admin By 🏓	LINCOLN 5220 S. 16TH STREET			
Geographic Area	TRIBAL -		Addresses	
Туре	AREA AGENCY ON AGING CENTRAL CENTRAL OFFICE	INIST -	Telephones	
Legacy Number	EASTERN INDEPENDENT LIVING CENTER NORTHEAST		Functions	
FIPS Code	NORTHERN OUT-OF-STATE			
	SOUTHEAST			
	TRIBAL			
	WESTERN			
			03-17-2022	15:21:41

Tribal Service Area (New)

With this release, Tribal cases for Winnebago, Santee Sioux and Walhill Offices will be assigned to the following offices:

Winnebago	Office 185 Winnebago Office
Santee Sioux	Office 186 Niobrara Office
Walthill	Office 179 Macy Office

Note: The existing cases have been moved to the appropriate Tribal Service Area.

NFOCUS Tips

Birth of Child Reported

When the birth of a child is reported do the following:

- Check for an unborn
 - You may need to scroll or check the pregnancy of the mother
- If there is an unborn and the EDD is close to the DOB:

- \circ $\;$ Update the pregnancy with the Date of Birth , name and sex of the child
- **Note:** Be cautious of updating a pregnancy. If the EDD is not close to the birth, that could be because a terminated pregnancy was never end dated or the birth could be for a pregnancy that was never reported.

Avoid adding a pregnancy and updating the unborn at the same time. Complete in two separate actions. Adding pregnancy and updating to birth prior to saving causes errors messages and sometimes the child is added twice.

Pregnancy Reported

When the pregnancy is reported do the following:

- Check to make sure there is not an active pregnancy
 - If there is already an active pregnancy
 - Check the EDD if old pregnancy, end this pregnancy
- Add pregnancy of the mother
- Save the pregnancy

If there are duplicate newborns, call Production and Support to assist PRIOR to approving budgets.

VPN Users

If you have been switched to a VPN Laptop NFOCUS runs very, very slow using VPN. Please try the following options:

- Open NFOCUS through Citrix and it will run at normal speed
- If you do not have CITRIX, call the Level One Help Desk (402-471-9069) and ask for CITRIX

NFOCUS Production Support Hours

NFOCUS Production Support hours are 7:00 AM CST to 6:00 PM CST.

On Tuesday and Thursday of each week we have a Conference call from 8:30-9:30 am Central Time.