



## Department of Children and Youth Memo 25-026

**TO:** Ohio Statewide Automated Child Welfare Information System (SACWIS) users who complete any of the following activities:

- Certification activities
- Entering Qualified Residential Treatment Program (QRTF) compliance
- Entering intakes into Ohio SACWIS
- Processing or submitting request through NEICE
- Completing Kinship Support Program (KSP) requests
- Completing invoicing

**FROM:** Brittaney Carter, Chief Information Officer

**DATE:** April 1, 2025

**SUBJECT:** Deployment Communication for the Ohio SACWIS & Ohio RTIS Release 4.39

### **What problem are we trying to solve?**

The Ohio SACWIS & Ohio Residential Treatment Information System (RTIS) 4.39 Release contains the following initiatives:

- Taking Early Action Matters (TEAM Ohio)

Additional minor enhancements and production defect fixes are also included in this release.

### **What can you expect?**

The following changes have been made within Ohio SACWIS:

#### **Intake Module:**

- There will be many changes in 4.39 with TEAM Ohio and Ohio SACWIS integration.
  - Intakes created in TEAM Ohio will be automatically forwarded to Ohio SACWIS when the screening decision is saved.
  - Connections are being added between Ohio SACWIS and TEAM Ohio that will allow users to search for people that currently exist in Ohio SACWIS and link them to



TEAM Ohio referrals. This functionality will be used for adding intake participants as well as reporters and witnesses.

- All the data entered in TEAM Ohio will be populated in the Ohio SACWIS intake screens. For intakes created in TEAM Ohio:
  - The narrative will show questions and answers for narrative fields entered in TEAM Ohio.
  - Safety Hazards will display on the Basic tab.
  - Witnesses will display on the Reporter tab.
  - The Substance Use tab will display a question about whether the family has a Plan of Safe Care, if applicable.
  - A new Comprehensive Addiction and Recovery Act (CARA) tab will display Plan of Safe Care details for infants affected by prenatal exposure to substances and their caregivers.
- Once the screening decision has been saved in TEAM Ohio, the screening decision maker can link it to an Ohio SACWIS case.
- On the Intake List screen within Case, a paperclip icon will display on the right side of the grid for users to access any files uploaded to the intake in TEAM Ohio.
- When generating the Mandated Reporter Letter for Disposition, the screen will show the reporter's preference to have the letter sent by mail or email. For TEAM Ohio intakes, if the mandated reporter requested email and provided an email address, TEAM Ohio will automatically send the Mandated Reporter Letter for Disposition via email when the user generates and saves the report in Ohio SACWIS.

**Case Module:**

- Resolution of several National Electronic Interstate Compact Enterprise (NEICE) issues including:
  - Home Study Response communications where placement is Denied can be sent without errors.
  - A validation message was added to require a Progress Report document to complete a Progress Report Response communication.
  - Users had been seeing a validation message for "Sending Office Address is required..." when the address was already entered. This will no longer display in error when you try to complete a communication.
  - When sending the Placement Decision- 100B for closure, the correct termination reason selected will be sent.



- Document size will now be displayed on the communication screens. A message will display when the total size of linked documents exceeds the 30 MB limit.
- When sending an outgoing NEICE request, the second placement resource person will be sent, if one exists.
- Placement Request Functionality has been turned off due to the implementation of Child Match.
- Initial Removal records with incomplete placement discharge information will now show the youth's discharge date in red until the placement record is completed by adding the placement discharge reason.
- A validation will appear upon Case Closure if Individual Child Care Agreement (ICCA) records exist with the status of: "Updating", "In Progress", "Options Under Review", or "Publish to Child Match." ICCA statuses will need to be updated to "Placed" or "Canceled" before the case can be closed.
- In progress ICCAs will pull in and allow linkage for siblings with a relationship of "Step Sibling."
- When a Child Match Placement Need Post coming from Ohio SACWIS is not successful, an error message will show, and the status will revert to the previous status.
- Child Adolescent Needs and Strengths (CANS) Assessments will display on the Qualified Residential Treatment Program (Q RTP) list page.
- Director's Signature validation on the Family Case Plan will no longer display.
- Q RTP topic information in the Family Case Plan will be locked when the Family Case Plan is Approved.
- Case Closure enhancements have been made including:
  - New Next and Previous buttons allowing view of more than one closure detail.
  - Closure Activity Log will link automatically on Youth Navigator cases.
  - Prevention Services Eligibility will end date upon case closure.

#### **Provider Module:**

- In Services, added service type of 'Occupational Therapy' to service category of 'Health Related & Home Health'. Agency specific services for this service type can also be added in Ohio SACWIS using Maintain Service functionality in Finance. This service type will also be available for use in Ohio RTIS.
- The spelling error for 'License' on Provider License Maintenance utility page was corrected.
- The Kinship Assessment topics were updated to reflect the correct rule letter; Rule 5101:2-42-18 (M) was changed to 5101:2-42-18 (L).



- As a result of the continuous certification rules, certification/approval spans are no longer restricted to a 2-year span and validations have been removed. This applies to Initial, Recertifications, Approvals, Approval Recerts, Transfers and Change in Circumstances with increased level of care. In addition, the increased level of care requirement where a new 2-year span was added for change in circumstance or transfer records where level of care increased has been removed. These records will now retain the same expiration date as the current span rather than receiving a new 2-year span per the continuous certification rules.
- On the Provider Approval/Certification and Provider License Maintenance Utility, the Transaction tab will always exclude the 'Approve-Final' option from the list when Process Approval is being executed. Users will now be forced to navigate to the Decision tab to approve a recommendation.

#### **Reporting Module:**

- RPT 057 – Child's Education & Health Information Report (DCY 1443):
  - The child's name has been added to the document history screen for each report to assist users in identifying which child the report is for.

#### **Finance Module:**

- The Kinship Support Program (KSP) Payments screen will display a new dropdown under each payment to view the associated warrant information.
- KSP Expedites will require users to expedite any negative pending payments before expediting a corresponding positive payment for the same timeframe.
- Person Invoicing is being amended to ensure that the 'Other Funding' entered within the invoice line remains in the Payment Breakdown calculation throughout the entirety of the invoicing process.

#### **How can you prepare?**

Knowledge base articles are available to assist with navigating new functionality being deployed in this build with additional articles being added before deployment: [TEAM Ohio](#)

#### **Deployment Details**

Release 4.39 is currently scheduled for deployment on Thursday, April 10, 2025.

*If you have additional questions pertaining to this Deployment Communication, please visit the [Customer Care Center](#) for assistance.*