



New CHRIS *Plus* Features

Summer 2006 Draft

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About This Handout

The purpose of this handout is to describe the new features added to the CHRIS statewide database in June 2006. This handout accompanies the New User Training Manual, the Quick Reference Guide, and the Field Reference Guide.

This handout was developed by the University of Miami, Department of Psychology, through the Children's Registry and Information System (CHRIS), a special project funded by the State of Florida, Department of Education, Bureau of Exceptional Education and Student Services (BEESS), through federal assistance under the Individuals with Disabilities Education Act (IDEA), Part B.

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Timeline Date Completion Update

In of April 2006 a decision was made by the CHRIS Technical Assistance Work Group (TAWG) to require the entry of additional date fields in the Timeline events. A description of these required fields and instructions on how to properly enter data in the Timeline are provided below.

Referral for Screening Event

Required fields:

- ✓ *Date of Final Result*
- ✓ *Referral for Screening Date*

All required fields are located in the middle of the screen on the blue line (see Figure 1).

Figure 1

Referral For Screening Event Screen

The screenshot shows the FileMaker Pro interface for the 'Referral For Screening' screen. The record is for a child named Ern, Joseph, with a Child ID of 69001.37. The 'Referral For Screening Date' is 4/1/2006, and the 'Date Of Final Result' is currently blank. The screen includes a table for tracking various screening types and a section for 'Presenting Problems At Time Of Screening'.

| Screening | P/F | Date | PRVD | Location | Screening | P/F | Date | PRVD | Location |
|---------------|-----|------|------|----------|-----------|-----|------|------|----------|
| Record Review | | | | | Behavior | | | | |
| Parent Conf | | | | | Cognition | | | | |
| Parent Report | | | | | Hearing | | | | |
| Prof. Report | | | | | Language | | | | |
| Observation | | | | | Motor | | | | |
| Development | | | | | Speech | | | | |
| Vision | | | | | | | | | |

In order to open the next event in the Timeline (Referral for Evaluation), all required fields must be completed. If a user attempts to open a new Referral for Evaluation event without completing the required fields in the Referral for Screening, a warning message will be displayed.

Referral for Evaluation Event

Required fields:

- ✓ *Referral for Evaluation Date*
- ✓ *Parent Consent for Evaluation Date*
- ✓ *Evaluation Completion Date*

All required dates have been placed in the middle of the screen on the blue line (see Figure 2).

Figure 2

Referral for Evaluation Event Screen

The screenshot shows the FileMaker Pro interface for a 'Referral For Evaluation' record. The record details include the child's name (Ern, Joseph), DOB (5/22/2002), and referral date (05/08/2006). The 'Presenting Problems At Time Of Evaluation' section shows 'Motor Concerns' as the primary problem. Three date fields are highlighted with blue circles and labeled as 'Required': 'Referral Date: 4/20/2006', 'Parent Consent Date:', and 'Completion Date:'. Below these fields is a table for tracking evaluation completion across various categories.

| Evaluation | Completed Date | Report Received | Diagnostician | Evaluation | Completed Date | Report Received | Diagnostician |
|-----------------|----------------|-----------------|---------------|---------------|----------------|-----------------|---------------|
| Adaptive | | | | Language | | | |
| Audiological | | | | Medical | | | |
| Behave Observ | | | | Motor | | | |
| Communication | | | | Record Review | | | |
| Educational | | | | Soc Dev Hst | | | |
| Emotional/Bhav | | | | Speech | | | |
| Function Vision | | | | Vision | | | |
| Intellectual | | | | | | | |

In order to open the next event in the Timeline (ESE Eligibility), all required fields must be completed. If a user attempts to open a new ESE Eligibility event without completing the required fields in the Referral for Evaluation event, a warning message will be displayed.

ESE Eligibility Event

Required fields:

- ✓ ESE Eligibility Date

All required dates have been placed in the middle of the screen on the blue line (see Figure 4).

Figure 4

ESE Eligibility Event Screen

10/08/2003 ESE Eligibility 2:12:38 PM

Name: Doe, John DBNUM: 88552 Child_ID: 88552.16 Code:
DOB: 10/8/2002 Age: 1.00 SYS: 2008 Update_Date: 10/8/2003 Record_Creator: CHRISGue
3rd_BDay: 10/8/2005 Language: Event_Modifier: CHRISGue
County_Of_Residence: Dade Staff_Assigned: ,

ESE Eligibility Date ← Required

Primary Exceptionality (Select ONE) (Shift-Click to de-select choice) Parent Consent Date:
 EMH OI LI SED SLD DSI Autistic DD OHI
 TMH SI VI EH PMH DHH TBI EC Exceptionality Status: N

Secondary Exceptionality (Select as many as necessary)

Educable Mentally Handicapped Emotionally Handicapped Developmentally Delayed
Trainable Mentally Handicapped Specific Learning Disabled Established Conditions
Orthopedically Impaired Profoundly Mentally Handicapped Other Health Impaired
Speech Impaired Dual Sensory Impaired
Language Impaired Deaf or Hard of Hearing Occupational Therapy
Visually Impaired Autistic Physical Therapy
Severely Emotionally Disturbed Traumatic Brain Injured

Action Needed Follow Up Date: Completed Date:

Notes:

In order to open the next event in the Timeline (FSP/IEP), all required fields must be completed. If a user attempts to open a new FSP/IEP event without completing the required fields in the ESE Eligibility event, a warning message will be displayed.

FSP/IEP Event

Required fields:

- ✓ *Service Plan Date*
- ✓ *Initiated Service Date*

All required dates have been placed in the middle of the screen on the blue line (see Figure 5).

Figure 5

FSP/IEP Event

The screenshot shows the FileMaker Pro interface for an FSP/IEP Event. The window title is "FileMaker Pro - [fe.fp5]". The menu bar includes File, Edit, View, Insert, Format, Records, Scripts, Window, and Help. The window title bar shows "FSP/IEP" and "christrain training acct". The main content area displays the following information:

05/05/2006 FSP/IEP 11:45:45 AM

Name: Ern, Joseph DBNUM: 69001 Child ID: 69001.37 Code:

DOB: 5/22/2002 Age: 3.11 SY5: 2007 Update Date: Record Creator:

3rd BDay: 5/22/2005 Language: Event Modifier:

County Of Residence: Martin Staff Assigned: ARC , Staff

Service Plan Date: 5/20/2006

Plan Type: Providers Involved: Service Coordinator:

| Initiated | Service Authorized | Service Location | Service Type | Terminated |
|-----------|--------------------|------------------|--------------|------------|
| | | | | |
| | | | | |

Action Needed Follow Up Date: Completed Date:

Notes:

A "Required" label with arrows points to the "Service Plan Date" field and the "Initiated" field in the table.

In order to open the next event in the Timeline (End Timeline), all required fields must be completed. If a user attempts to open a new End Timeline event without completing the required fields in the FSP/IEP event, a warning message will be displayed.

End Timeline Event

Required fields:

✓ *End Timeline Date*

All required dates have been placed in the middle of the screen on the blue line (see Figure 6).

Figure 6

End Timeline Event

10/08/2003 End Timeline 2:16:48 PM

Name: Doe, John DBNUM: 88552 Child ID: 88552.16 Code:
DOB: 10/8/2002 Age: 1.00 SY5: 2008 Update Date: Record Creator: CHRISGuest
3rd BDay: 10/8/2005 Language: Event Modifier:
County Of Residence: Dade Staff Assigned: ,

Required → End Timeline Date:

Reason:

Notes:

Action Needed Follow Up Date: Completed Date:

Once a Timeline has begun with a Transition Meeting or Referral for Screening event, an End Timeline event can be used to close the current Timeline. Otherwise, if enough information is present to complete the order of Timeline events then an End Timeline event should be opened after an FSP/IEP event has been completed.

Record Transfer Program/Allsites Report

The Record Transfer program has been modified to completely transfer all data for a child's record to the new site. Initially, when the program was created only a limited amount of the child's information was transferred. Now, all of information (including Service Coordination and Timeline Events, County of Residence, and Site ID) are transferred to the new site.

The Record Transfer program upgrade directly affect the Allsites report. Events will only be counted on the report for the site which has access to the child's record at the time the report is run. As a result, the Workload (see Figure 7) and Unduplicated (see Figure 8) Allsites reports will now display the number of records that were transferred (in and out) during the current school year in edition to the event counts.

Figure 7

Allsites Workload Report

| Comparative 5 Year Workload Report | | | | | | | | | | | | | | |
|--|-------|-------|-----|-------|-------|-----|-----|-------|-----|-------|-----|-----|-----|-------------|
| Sum Of Count | | Month | | | | | | | | | | | | |
| Category | Year | Jul | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | Jun | Grand Total |
| Referrals | 02.03 | 289 | 267 | 596 | 2,180 | 252 | 234 | 354 | 379 | 446 | 260 | 270 | 181 | 5,708 |
| Referral First | 03.04 | 1,383 | 170 | 382 | 334 | 182 | 263 | 1,190 | 292 | 621 | 209 | 336 | 139 | 5,501 |
| Referral First | 04.05 | 111 | 174 | 150 | 177 | 284 | 176 | 247 | 240 | 212 | 303 | 236 | 176 | 2,486 |
| Referral First | 05.06 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Referral First | Total | 1,783 | 611 | 1,128 | 2,691 | 718 | 673 | 1,791 | 911 | 1,279 | 772 | 842 | 496 | 13,695 |
| Screenings | 02.03 | 245 | 185 | 147 | 267 | 211 | 232 | 263 | 298 | 304 | 236 | 231 | 168 | 2,787 |
| Screening Ref | 03.04 | 175 | 99 | 269 | 333 | 141 | 246 | 278 | 219 | 308 | 165 | 135 | 143 | 2,511 |
| Screening Ref | 04.05 | 234 | 205 | 244 | 171 | 328 | 174 | 195 | 267 | 218 | 259 | 263 | 138 | 2,696 |
| Screening Ref | 05.06 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 1 |
| Screening Ref | Total | 654 | 489 | 660 | 771 | 680 | 652 | 736 | 784 | 830 | 660 | 629 | 450 | 7,995 |
| Evaluation | 02.03 | 92 | 83 | 83 | 97 | 74 | 64 | 89 | 88 | 80 | 94 | 83 | 72 | 999 |
| Evaluation Ref | 03.04 | 97 | 96 | 78 | 72 | 60 | 71 | 94 | 91 | 139 | 129 | 111 | 98 | 1,136 |
| Evaluation Ref | 04.05 | 218 | 200 | 196 | 130 | 159 | 104 | 130 | 90 | 112 | 144 | 141 | 127 | 1,751 |
| Evaluation Ref | 05.06 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 1 |
| Evaluation Ref | Total | 407 | 379 | 357 | 299 | 293 | 239 | 313 | 269 | 331 | 367 | 335 | 298 | 3,887 |
| ESE Staffing | 02.03 | 119 | 129 | 173 | 156 | 93 | 93 | 157 | 142 | 76 | 99 | 101 | 76 | 1,414 |
| ESE Eligibility | 03.04 | 126 | 82 | 155 | 155 | 110 | 73 | 88 | 84 | 119 | 100 | 86 | 97 | 1,275 |
| ESE Eligibility | 04.05 | 249 | 192 | 199 | 139 | 129 | 81 | 134 | 135 | 63 | 142 | 130 | 138 | 1,731 |
| ESE Eligibility | 05.06 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 |
| ESE Eligibility | Total | 495 | 403 | 527 | 450 | 332 | 247 | 379 | 361 | 258 | 341 | 317 | 311 | 4,421 |
| Placement | 02.03 | 112 | 120 | 157 | 128 | 72 | 86 | 138 | 125 | 72 | 73 | 83 | 71 | 1,237 |
| FSP/IEP | 03.04 | 113 | 65 | 137 | 128 | 94 | 58 | 79 | 73 | 105 | 80 | 68 | 80 | 1,080 |
| FSP/IEP | 04.05 | 218 | 157 | 172 | 119 | 104 | 69 | 123 | 111 | 50 | 108 | 99 | 119 | 1,449 |
| FSP/IEP | 05.06 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| FSP/IEP | Total | 443 | 342 | 466 | 375 | 270 | 213 | 340 | 309 | 227 | 261 | 250 | 270 | 3,766 |
| Records Transferred In During School Year: 04.05.23 | | | | | | | | | | | | | | |
| Records Transferred Out During School Year: 04.05.17 | | | | | | | | | | | | | | |

Total Records Transferred

Figure 8

Allsites Unduplicated Report

| Unduplicated Comparative 5 Year Child Report | | | | | | | | | | | | | | |
|--|-------|-------|-----|-------|-------|-----|-----|-------|-----|-------|-----|-----|-----|-------------|
| Sum Of Count | | Month | | | | | | | | | | | | |
| Category | Year | Jul | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | Jun | Grand Total |
| Referrals | 02/03 | 289 | 267 | 596 | 2,180 | 252 | 234 | 354 | 379 | 446 | 260 | 270 | 181 | 5,708 |
| Referral First | 03/04 | 1,383 | 170 | 382 | 334 | 182 | 263 | 1,190 | 292 | 621 | 209 | 336 | 139 | 5,501 |
| Referral First | 04/05 | 111 | 174 | 190 | 177 | 284 | 176 | 247 | 240 | 212 | 303 | 236 | 176 | 2,486 |
| Referral First | 05/06 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Referral First | Total | 1,783 | 611 | 1,128 | 2,691 | 718 | 673 | 1,791 | 911 | 1,279 | 772 | 842 | 496 | 13,695 |
| Screenings | 02/03 | 245 | 185 | 147 | 267 | 211 | 232 | 263 | 298 | 304 | 236 | 231 | 168 | 2,787 |
| Screening Ref | 03/04 | 175 | 99 | 269 | 333 | 141 | 246 | 278 | 219 | 308 | 165 | 135 | 143 | 2,511 |
| Screening Ref | 04/05 | 234 | 205 | 244 | 171 | 328 | 174 | 195 | 267 | 218 | 259 | 263 | 138 | 2,696 |
| Screening Ref | 05/06 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 1 |
| Screening Ref | Total | 654 | 489 | 660 | 771 | 680 | 652 | 736 | 784 | 830 | 660 | 629 | 450 | 7,995 |
| Evaluation | 02/03 | 92 | 83 | 83 | 97 | 74 | 64 | 89 | 88 | 80 | 94 | 83 | 72 | 999 |
| Evaluation Ref | 03/04 | 97 | 96 | 78 | 72 | 60 | 71 | 94 | 91 | 139 | 129 | 111 | 98 | 1,136 |
| Evaluation Ref | 04/05 | 218 | 200 | 196 | 130 | 159 | 104 | 130 | 90 | 112 | 144 | 141 | 127 | 1,751 |
| Evaluation Ref | 05/06 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 1 |
| Evaluation Ref | Total | 407 | 379 | 357 | 299 | 293 | 239 | 313 | 269 | 331 | 367 | 335 | 298 | 3,887 |
| ESE Staffing | 02/03 | 119 | 129 | 173 | 196 | 93 | 93 | 157 | 142 | 76 | 99 | 101 | 76 | 1,414 |
| ESE Eligibility | 03/04 | 126 | 82 | 155 | 155 | 110 | 73 | 88 | 84 | 119 | 100 | 86 | 97 | 1,275 |
| ESE Eligibility | 04/05 | 249 | 192 | 199 | 139 | 129 | 81 | 134 | 135 | 63 | 142 | 130 | 138 | 1,731 |
| ESE Eligibility | 05/06 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 |
| ESE Eligibility | Total | 495 | 403 | 527 | 450 | 332 | 247 | 379 | 361 | 258 | 341 | 317 | 311 | 4,421 |
| Placement | 02/03 | 112 | 120 | 157 | 128 | 72 | 86 | 138 | 125 | 72 | 73 | 83 | 71 | 1,237 |
| FSP/IEP | 03/04 | 113 | 65 | 137 | 128 | 94 | 58 | 79 | 73 | 105 | 80 | 68 | 80 | 1,080 |
| FSP/IEP | 04/05 | 218 | 157 | 172 | 119 | 104 | 69 | 123 | 111 | 50 | 108 | 99 | 119 | 1,449 |
| FSP/IEP | 05/06 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| FSP/IEP | Total | 443 | 342 | 466 | 375 | 270 | 213 | 340 | 309 | 227 | 261 | 250 | 270 | 3,766 |
| Records Transferred In During School Year: 04/05-23 | | | | | | | | | | | | | | |
| Records Transferred Out During School Year: 04/05-17 | | | | | | | | | | | | | | |

Total Records Transferred

Records Transferred In During School Year: 04/05-23
 Records Transferred Out During School Year: 04/05-17

Timeline Reports

The following additions have been made to the Timeline Reports section:

- A new field titled *Staff Assigned* has been added to the Timelines Interval Summary Report Criteria find screen (see *Figure 9*). Users can search for the Timelines assigned to a particular staff member.
- A new Timeline report titled *More Intervals by County (Summary Only)* has been added (see *Figure 10*). This report provides the number of days elapsed between a wider variety of timeline dates (see *Figure 11*).

Figure 9

Timelines Interval Summary Report Criteria

New find criteria

Transition Meeting Date:

Referral For Screening Date:

Staff Assigned:

Perform Find Cancel

Figure 10

Timelines Interval Summary Report Selection

New report selection

Interval By County Interval By Primary Exceptionality

Interval By Size Alike Interval Combined

More Intervals By County (Summary Only)

Cancel

Figure 11 Timelines Interval Summary Report (NEW)

FDLRS/South Associate Center
 5555 SW 93 AVE
 Miami FL 33165
 Report Date: 07/13/2006
 Report Time: 5:05:28 PM

Timelines Interval Summary Report By County Of Residence

| County Of Residence | 1 to 45 | 46 to 60 | 61 to 90 | 91 to 120 | Greater Than 120 | |
|---------------------|---------|----------|----------|-----------|------------------|--|
| Dade | 0 | 0 | 0 | 0 | 0 | Transition to ScreenRequested Days |
| | 9 | 0 | 0 | 0 | 1 | ScreenRequested to Screen Completed Days |
| | 83 | 3 | 2 | 0 | 0 | Screen Completed to Eval Requested Days |
| | 41 | 11 | 17 | 11 | 1 | Eval Requested to Eval Completed Days |
| | 50 | 18 | 6 | 2 | 1 | Eval Completed to ESE Eligibility Days |
| | 0 | 0 | 1 | 0 | 0 | ESE Eligibility to Service Plan Days |
| | 0 | 0 | 0 | 0 | 0 | Service Plan to End Timeline Days |
| Total Number Found: | 183 | 0 | 0 | 13 | 3 | |

** Days elapsed for each child is based on Calendar Days. **