CHILDREN'S REGISTRY & INFORMATION SYSTEM

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COMMENTS

FDLRS Child Find Technical Assistance Meeting

Changes to the delivery of school readiness services in Florida will impact the way Florida Diagnostic and Learning Resources System (FDLRS) provides Child Find services in the future. A technical assistance meeting is planned for Child Find specialists, FDLRS managers, and others interested in the Child Find process for November 28-30, 2000 (see the meeting schedule below).

During the first day of the Technical Assistance Meeting, representatives from the Bureau of Instructional Support and Community Services, Florida Partnership for School Readiness, and the Early Intervention Program for Infants and Toddlers will present information on how FDLRS can help build the infrastructure that will be Florida's school readiness system of the future.

During the second and third day of the meeting, participants will review the information collected through the CHRIS survey. The survey was designed to explore how the CHRIS tracking and service coordination system is currently being used, and how it can be improved to better meet future needs. All participants must be pre-registered through their FDLRS Center due to limited space. Over eighty participants representing a cross section of CHRIS users have voluntarily participated in the survey process. Every aspect of the current data collec-

tion process was considered in the survey. Information gained from the first day of the meeting and the survey results will be used to build a consensus on defining a uniform Child Find process so the data collected by the CHRIS system will be more reliable and consistent. An improved CHRIS system will enable service providers to plan more efficiently for service delivery, and help policy makers identify gaps and needs within the readiness system.

The Technical Assistance Meeting will be held at the Embassy Suites in Tampa, Florida on November 28-30, 2000:

Technical Assistance Meeting SCHEDULE

November 28
8:30 (Registration)
9:30 a.m. – 5:00 p.m
Participants: ESE Directors, FDLRS Managers, PK Specialist and Child Find Specialists

November 29
9:00 a.m. – 5:00 p.m.
Participants: Users of CHRIS or CHRIS information (limited space available)

November 30
8:00 a.m. – 2:00 p.m.
Participants: Users of CHRIS or CHRIS information (limited space available)

Inside this issue

CHRIS Archive Program

Over the years we have had many requests for old CHRIS records to be archived. In the summer of 1998, we started a CHRIS archive program. In this biannual program, we archive each center's database before the start of the school year. This year, the archive was done during the months of July and August. The records in this last archive included all children who turned seven on or before September 1, 2000 (born prior September 2, 1993) and had no activity since September 1, 1999 (no events entered with a date after August 31, 1999). Total records archived from all the centers was approximately 46,000 demographic records. Tracking records archived were nearly 4 times that amount.

Some key advantages to archiving CHRIS records:

- Speeds up queries ("*finds*") run on the database
- Reduces time needed to run Standard Reports and Reporter
- Eliminates old records that were not closed properly from showing up in reports
- Keeps the database more manageable, especially important when running upgrades and updates

When records are archived, they are physically removed from your working database and are not accessible. However, if you should need to access those records, we will be sending a CD that will include the complete database as it was prior to archiving. This CD will be "Read Only" therefore you will only be able to look at the data and print it out.

It is important to remember the archived data on the CD will be a complete set of files just like your working copy of CHRIS. Given this fact, extreme caution should be exercised when accessing the data on the CD. Ideally, it should be accessed from a computer that does not contain your working copy of CHRIS. If you are in a multi-user environment, the workstation accessing the files should be disconnected from the server to insure there will be no conflict when the files are opened.

As always, we hope the archiving experience did not cause too much disruption to your daily tasks. The CHRIS Help Desk is available for any questions or concerns you may have regarding the archived records.

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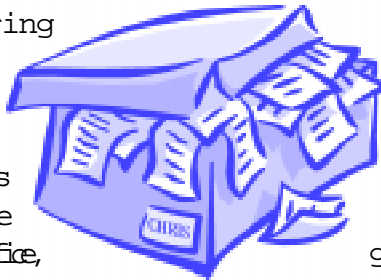*Rachael Spanjer*
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CHRIS Survey

W E would like to thank everyone who responded to the CHRIS Survey. A total of 238 surveys were sent out to ESE Directors, PK Contacts, FDLRS Managers, Child Find Specialists, and Child Find Support Staff. W e are happy to report that 137 recipients responded, of whom 86 respondents agreed to participate in the CHRIS survey. W e are currently in the process of tallying the information and will be sending out the CHRIS survey results shortly. *If you have not received the CHRIS survey, and would like a copy of the results, please E-mail chris.um@miami.edu.*

A Special Thank You to Kent Schomber

If you were wondering w h o brought all 238 surveys to the Post Office, and who picked up all three parts of the filled out CHRIS surveys from the Post Office, the answer is Kent Schomber. Through rain, sleet, and snow

Kent on his way to the Post Office

(well, maybe not sleet and snow, but certainly knee deep rain) he delivered the surveys for us. Kent is the consumer member of the Florida Developmental Disabilities Council Autism W ork Group. He is an outstanding member of the Psychology Department and has completed 14 years of service with the University of Miami. Thank you Kent!

A Little Help From Clint Beharry

Due to the overwhelming response to the survey, we needed help sorting through the surveys and entering the data to run summary reports. In September, we hired Clint Beharry, a freshman in Engineering at the University of Miami, as a workstudy student. Clint has been working diligently with the CHRIS Help Desk to get all the surveys entered as quickly and accurately as possible. Clint will also be helping us with CHRIS Help Desk, so if you happen to get him on the CHRIS help line be sure to welcome him.

Clint surrounded by CHRIS surveys

Quarterly Backup Reminder

By now, you probably have received, or will soon receive the backup media for the Quarterly Backup taking place on November 15. On that day, each CHRIS site should use the backup media, which was sent, to do your backup. On November 16, return that media backup using the FEDEX return label and envelope provided. Each CHRIS site will receive two CHRIS points for each successful return of the backup media. In addition, here is a quick way for you to earn CHRIS Points: e-mail chris.um@miami.edu your current backup schedule by November 30, 2000, and you will be awarded one CHRIS point. If we receive an e-mail from each CHRIS user at a site, the site will be awarded three CHRIS points.

What's new?

New User Training Option

In response to the ongoing requests for New User Training, we have created a CHRIS training script, which will provide a more flexible training opportunity at each site (see story in box). This training script is available only to DBAs by phone request to Annie Garber (800-231-5747). Upon receiving a DBA request for the training script, a training packet will be sent. Any DBA planning to conduct a CHRIS New User Training should use this training packet.

The packet will include:

- The training script
- The latest version of the user manual
- The CHRIS brochure
- A sign in sheet
- A check-off list of topics covered
- Backup procedure information sheet
- A list of available training resource people
- A script evaluation form
- Training evaluation forms for the trainees
- Training Database (if requested)

CHRIS Training Script

On July 17, 2000, we conducted a New User Training in Miami. Four advanced CHRIS users joined the training as observers. The advanced users were:

Cathy Bonnell from FDLRS Gulf Coast, Gail Brown from FDLRS Crown, Susana Cossio from FDLRS South and Sue Duffy from FDLRS Reach. The next day, Cathy, Gail, Susana and Sue joined forces with Emillie De Castro and Annie Garber, both from the CHRIS team, and together they wrote a CHRIS training script, which will be used by DBAs for New User Training at each site.

The CHRIS Training Script Task Force at work
Thank You, Cathy, Gail, Susana, and Sue

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