



CHRIS  
NEWSLETTER

SPRING  
2006

VOLUME  
XIV

NUMBER  
4

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# *A Light-hearted Farewell to CHRIS*

**Rachael Spanjer**  
*Consultant, FDLRS/DOE Child Find*

I made my first appearance in CHRIS Comments in the 1995 spring issue. I know that because I just looked back in my notebook as I was packing my things, and I realized I still have that awful dress! I was new to what was then BSSEE. I had come on board as the Program Specialist for Child Find that January and had taken on the challenge of making CHRIS a top priority for facilitating case management in the Florida Diagnostic and Learning Resources System (FDLRS).

Now here we are 11 years later and it is time for me to say goodbye as I leave my position at what is now the Bureau of Exceptional Education and Student Services (BEESS) and head for retirement. What a wonderful experience this has been. I've had the opportunity of working with the best people, all

of whom have risen to the challenge and made CHRIS an essential tool for Child Find.

As you move into the next phase of development, don't forget it's all about the children and

getting services to them in a timely manner. The goal is to ferret out the systemic needs and gaps and provide information that will assist the decision makers in making the necessary changes to fill those gaps.

I will forever follow this project because it is a piece of my heart. You will all be as close as the CHRIS web site where I can follow your progress in the newsletter and meeting minutes. Is there such a thing as light-hearted sadness? If there is, then that is what I'm feeling as I move into this next part of my life. Light-hearted because of the confidence that you will keep up the good work, and sadness because I will miss my regular and frequent contact with the many friends I have made during the last 11 years. Thank you again for all that you do for the kids! And now, I'm off to play with the grand kids.



*Rachael Spanjer with her husband and eight grandchildren. To the bottom left is the newest addition, Emma.*

# Contingency Plan for the CHRIS Statewide Database

Aimee A. Echeverri

During the past year the busy hurricane season resulted in CHRIS being shutdown for extended periods of time. We are aware of how essential access to CHRIS is for all FDLRS centers. Therefore, we have established a remote (or online) backup system for the CHRIS database. This system will house a backup copy of CHRIS and serve as an alternate location from which the database can be accessed in case the Miami site needs to be shutdown.



## Location

In March, this remote backup system was implemented in the Polk County District school board building. Polk County was selected as the permanent off-site backup location for CHRIS because 1) it is at a safe distance from Miami in case of a hurricane threat, 2) they have a large generator that can sustain the CHRIS database for a week without power, and 3) the building is secure.

## Plan

The setup consists of three servers that can accommodate approximately 40 to 50 concurrent CHRIS users. Each night a compressed copy of the database is transferred from Miami to Polk County automatically. At Polk, additional tape backups are created and stored locally providing another layer of security. Weekly audits of software, hardware, and system configurations are performed to ensure continuity.

## Process

If a hurricane were to threaten Miami, the process of transferring access to the remote backup system would occur one or two days before the arrival of the storm. The CHRIS database in Miami would be removed from live production. A copy of the most recent data collected would then be transferred to Polk County and made accessible to all users. The Help Desk would be available to provide assistance to all users until our offices are forced to close.



*We would like to extend a special THANKS to Don Woods, the staff in Polk County, and Olga Camacho for making this remote backup system possible.*



This newsletter 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 Individuals with Disabilities Education Act (IDEA), Part B. The CHRIS Comments newsletter provides updates and information for the users of the CHRIS Registry.

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Newsletter Schedule for 2005-2006  
August, November, February, May

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# Timeline Date Completion

Christine F. Delgado, Ph.D



The implementation of CHRIS *Plus* brought with it the ability to track the time elapsed between key points along the service continuum. The major points along this continuum and the days elapsed between each point are displayed in the timeline on the Tracking Summary screen. This timeline information allows for monitoring of the time required for early childhood transition, referral, evaluation, and placement of children with disabilities.

The dates appearing on the timeline for each event must be completed before the next event on the timeline can be initiated (with the exception of the EIP Transition Meeting Date when the timeline begins with the Referral for Screening event). These requirements were implemented to ensure the complete entry of timeline data necessary for meaningful timeline reports.

As DOE representatives, FDLRS center managers, and other users have begun to utilize these timeline reports, it has become apparent that additional time points along the service continuum are necessary to more fully

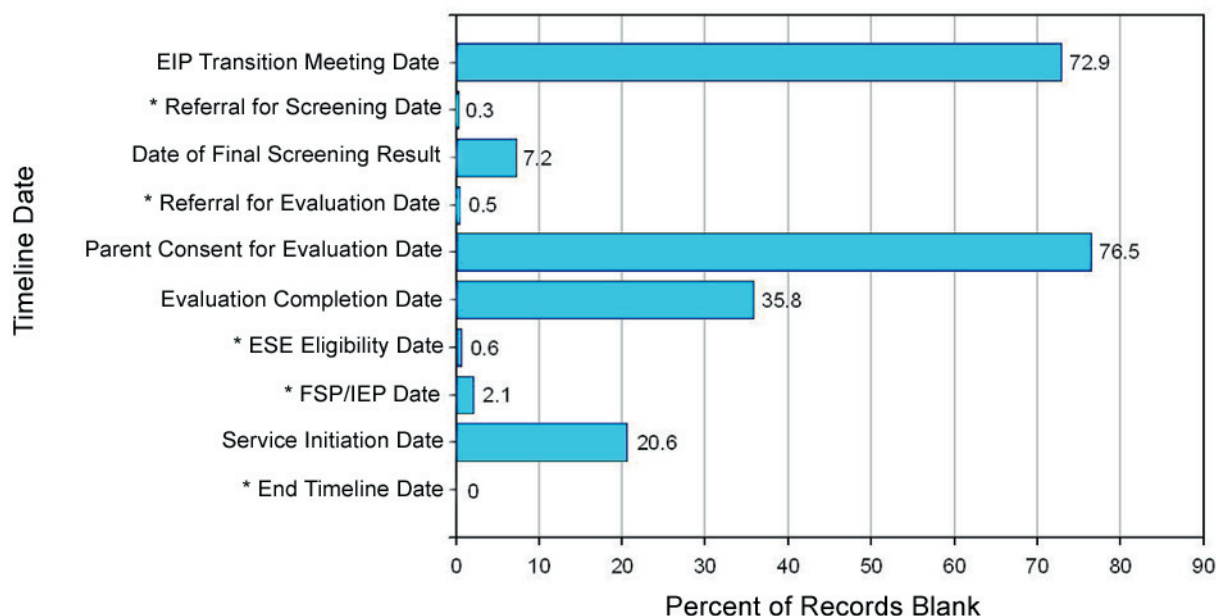
document the timely provision of services. Unfortunately, these date fields are often left blank (see *Figure 1*). The ability to report effectively on these additional fields requires that all date information be consistently entered.

As a result, the following additional fields will now be required prior to opening the subsequent event:

- Date of Final Result (Referral for Screening event)
- Parent Consent for Evaluation Date (Referral for Evaluation event)
- Evaluation Completed Date (Referral for Evaluation event)
- Parent Consent for Placement Date (FSP/IEP event)
- Service Initiation Date (FSP/IEP event)

Complete and accurate timeline information is essential for identifying areas where improvements are needed. Targeting resources to these areas will ultimately enhance the timely transition and provision of services to children with disabilities.

*Figure 1. Percent of fields left blank for each timeline date.*



*Records evaluated had an End Timeline date between 1/1/2005 and 12/31/2005 and an End Timeline Reason of FSP/IEP Developed (n = 14,240). Timeline dates marked with an asterisk (\*) were required in CHRIS Plus. Values are above zero for some required fields because some timelines were initiated using data present prior to CHRIS Plus that were converted to create timelines.*



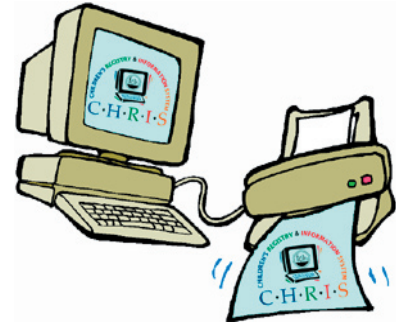
# Citrix Guidelines for Printers

Aimee A. Echeverri

Since October 2005, all of the FDLRS Child Find centers have been successfully using the Citrix CHRIS *Plus* program online. One issue that continues to be a hot topic at the Help Desk is "Printing". From time to time users may experience unusual behavior such as no printing at all, files being sent to the incorrect printer, or the wrong number of pages being printed. In an effort to reduce printing downtime, the Help Desk would like to suggest the following guidelines when troubleshooting a printing issue.

### Printer Guidelines

1. *Use a laser jet printer if possible.*  
As a general rule, laser jet printers are more compatible with Citrix than ink jet printers. Contact the Help Desk before purchasing or acquiring a new printer for CHRIS.
2. *Make a note of how your printer is connected to your computer.*  
It is beneficial to know if your printer is connected to your computer locally or through the network. At times, how a printer is connected may cause problems with Citrix.
3. *Verify that the printer you most frequently access is setup as your default printer.* Installation of additional programs such as Adobe Reader or Microsoft Office can add other printers to your computer and set them up as the default. This can cause problems printing in Citrix.



## ANNOUNCEMENTS

### CHRIS Training Sessions

If you would like to request a New User, Data Facilitator, or online Reporter Training, please send an e-mail to Cory Beermann at [cory@miami.edu](mailto:cory@miami.edu). You can also visit the Training web page at [www.chris.miami.edu/training.htm](http://www.chris.miami.edu/training.htm) or call the Help Desk for more information.

#### Tentative Training Schedule

##### **New User Training**

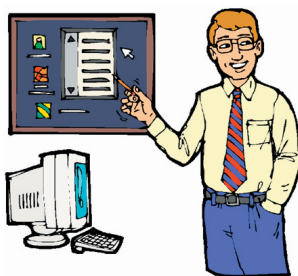
May 19, 2006 FDLRS/Crown Associate Center, Jacksonville

##### **Reporter Training**

CHRIS users must contact the Help Desk to schedule a training session. Training sessions last 4-5 hours and users can request the development of specific custom reports. For more information, go to [www.chris.miami.edu/technical\\_support/downloads.htm](http://www.chris.miami.edu/technical_support/downloads.htm) and download the latest copy of the Reporter manual.

##### **Data Facilitator Training**

June 2, 2006 University of Miami



### Hurricane Season Preparation

As sudden as it may seem, another year of lightning, tropical storms, and (of course) hurricanes is rapidly approaching. All CHRIS users should take the necessary precautions to protect their computer systems. Here are a few tips for this hurricane season:

#### *Backup your hard drive*

- Save all pertinent data to a network server or to removable media such as CDs or DVDs

#### *Prevent water damage*

- Secure systems with plastic coverings
- Lift computers off the floor
- Make sure equipment is away from the windows

#### *Protect yourself against power surges*

- Attach the computer to a UPS (Uninterruptible Power Supply)
- Test the UPS to ensure adequate battery power
- Unplug all equipment prior to a storm

### Do you want to be on the CHRIS Mailing List?

Send us your e-mail address at [chris.um@miami.edu](mailto:chris.um@miami.edu). Newsletters are distributed quarterly and can be downloaded from [www.chris.miami.edu](http://www.chris.miami.edu).

