CHILDREN'S REGISTRY & INFORMATION SYSTEM

fdlrs

C·H·R·I·S

COMMENTS

Performing a Find in CHRIS Gold Reporter

Cory Beermann & Olga Camacho

As many of you are aware, using the Reporter features in CHRIS Gold requires that you first perform a find ("Performing a find" entails searching for a particular set of records on which to base a report) before you are able to access your site's **Reporter Welcome** screen. This initial find will export the set of records in the found set to your Reporter file. Once the data are there, you are free to perform more detailed finds using the relationships provided in your individual Reporter file.

To access your Reporter file, click on the REPORTS button on the CHRIS main menu from anywhere in CHRIS Gold. Then, click on the REPORTER button. The dialog box seen in *Figure 1* will appear.

Figure 1: Reporter Report Type Options #1

Demographic Finds

If the custom report you would like to run contains only demographic information, click on the DEMO button (*see Figure 1*). This will take you to the **Child Demographic Information Find** screen. This screen displays all of the Demographic fields and will allow you to perform a find on one or several fields at a time. Once a find has been performed, your site's **Reporter Welcome** screen will be displayed and the found set will be available for you to use in any of your custom Reporter layouts.

Timeline or Service Coordination Event Finds

If the custom report you would like to run contains event information, click the EVENTS button (see *Figure 1*). This will display a second dialogue box with more options, which can be seen in *Figure 2*.

Click on the SERV COORD button to access the **Service Coordination Information Find** screen. The fields for all of the 12 Service Coordination events in CHRIS and some demographic fields are displayed for you to enter find criteria. After entering

Performing Finds

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Continued from page 1

your criteria and performing the find, the data will be exported into your Reporter file and your site's **Reporter Welcome** screen will appear.

If you would like the found set from this initial find to contain only Timeline events, click on the TIMELINE button to display the **Timeline Events Find** screen. The fields for all of the six Timeline events in CHRIS and some demographic fields will be displayed for you to enter find criteria. After entering your criteria and performing the find, the data will be exported into your Reporter file and your site's **Reporter Welcome** screen will appear.

For more complex finds you may need to perform a find on both Service Coordination and Timeline events. If this is the case, click on the BOTH button to display the **Timeline and Service Coordination Events Find** screen.
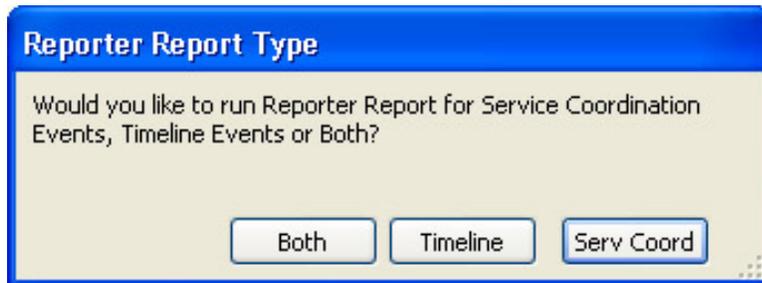

Figure 2: Reporter Report Type Options #2

The fields for all of the six Timeline events, all 12 Service Coordination events, and some demographic fields in CHRIS are displayed for you to enter find criteria. After entering your criteria and performing the find, the data will be exported into your Reporter file and your site's **Reporter Welcome** screen will appear.

Once your site's **Reporter Welcome** screen is displayed, you will be able to choose a custom layout or create a new layout to display your found set. The data in your Reporter file can be further manipulated by performing more detailed finds and narrowing the number of records that will display in your reports.

If you have any further questions about CHRIS Gold Reporter, please call us at the CHRIS Help Desk at 1-800-231-5747. You can also sign up for the CHRIS Gold Reporter training, which is a four-hour training given over the phone. We will teach you how to use the new features of CHRIS Gold Reporter and provide you with tips on how to create better custom reports.

Allsites Reports

Christine Delgado & Bijan Boustani

The Allsites Report is a valuable tool for tracking key timeline activities. It is specifically designed to provide timeline event data for a 5-year period. The Unduplicated Allsites report is based on the number of children served and reflects the total number of children who have a Referral First Contact, Referral for Screening, Referral for Evaluation, ESE Eligibility, or IEP/IFSP event.

The data given in *Figure 3* represent the statewide numbers for school years 2005/2006, 2006/2007, and 2007/2008.

The Allsites report can also be created by Center, Site, or County. Contact the Help Desk to obtain a copy of the Allsites report.
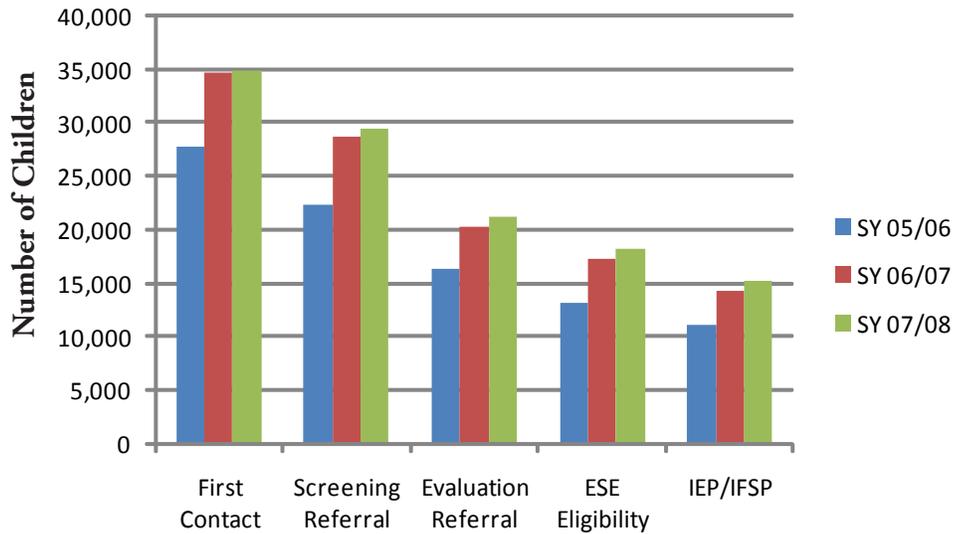

Figure 3: Statewide Unduplicated Allsites Report for School Years (SY) 2005/2006, 2006/2007, 2007/2008

Note: First Contact = *First Contact with FDLRS Date;* Screening Referral = *Screening Final Result Date;* Evaluation Referral = *Referral for Evaluation Date;* ESE Eligibility = *ESE Eligibility Date;* IEP/IFSP = *IEP/IFSP Date.*

Find Criteria Shortcuts in CHRIS Gold

Cory Beermann

CHRIS Gold has considerably improved find features over previous versions of CHRIS (*see Table 1*). The shortcuts built into Find Mode make retrieving data faster and easier. This is especially true when searching for date ranges.

There are also some new methods that allow for finds that were never possible in CHRIS *Plus*; for example:
- The 15th of every month, can be found simply by typing the following: */15/*.

- Finding children born on a Tuesday is now as easy as typing: *Tue* in the date of birth field.

- If you are looking for an event that occurred during a Monday through Friday period, you simply type: *Mon…Fri* in the event date field you are looking for.

Example Find	CHRIS *Plus*	CHRIS Gold
Month of December 2007	*12/01/2007…12/31/2007*	*12/2007*
Year of 2007	*01/01/2007…12/31/2007*	*2007*
Range within a Month	*03/04/2007…03/15/2007*	*3/{4…15}/2007*
Span of Months within a Year	*01/01/2007…03/31/2007*	*{1…3}/*/2007*

Table 1: Find Shortcut Examples

CHRIS Trainings

Cory Beermann

The CHRIS Help Desk has been working tirelessly to upgrade all of our training materials to support CHRIS Gold. We have freshened up the look of our publications to match the fresh, new look of CHRIS Gold. All of these new documents are available for download at our Web site, www.chris.miami.edu. Select "Support" and "Downloads."

The following manuals are available:

- CHRIS Gold New User Manual
- CHRIS Gold Reporter Manual
- CHRIS Gold Data Facilitator Manual

The CHRIS Gold Features Manual is also available. This manual provides a direct comparison of CHRIS *Plus* and CHRIS Gold to help users transition to the new program.

The CHRIS staff continues to provide quality training sessions for CHRIS Gold. A description of these training sessions is provided below. As always, if there are six or more attendees, CHRIS staff can come to you to perform any of the trainings that we offer.

New User Training

The New User Training is a six-hour training session that provides users with a general overview of CHRIS Gold and ensures that new users will be able to use its standard features comfortably.

Data Facilitator Training

The four-hour Data Facilitator Training will prepare an advanced CHRIS user to use the advanced features of the program, such as the record transfer process, modifications of the Definitions Lists, and other personnel management tasks.

Training will be conducted in person or over the phone.

Reporter Training

The four-hour CHRIS Reporter Training focuses on the creation of custom report layouts. It also gives a general overview of the basic features of FileMaker Pro 9. For this training, participants should have a general idea of how to use FileMaker and be comfortable working with CHRIS Gold. The Reporter Training is a one-on-one session conducted over the phone.

ANNOUNCEMENTS

Do you want to be on the CHRIS mailing list?

If you are interested in receiving the CHRIS Comments Newsletter via e-mail, or know someone who wants to be added to our mailing list, send us an e-mail at chris.um@miami.edu. Newsletters are distributed in Adobe Portable Document Format (PDF) files and can be downloaded and saved on your local computer. If you cannot open PDF files, go to www.adobe.com and download a copy of the free Adobe Reader today!

Share a CHRIS story!

Do you have an interesting CHRIS story that you would like to share with everyone? If so, please e-mail us at chris.um@miami.edu.

Inform Your Colleagues

Have you read an article that would be of interest to the Child Find community? If so, send the citation information for the article to chris.um@miami.edu. We will highlight articles in future editions of the newsletter.

Reporter Training

Contact the Help Desk at 1.800.231.5747 to schedule a training session on how to create reports using CHRIS data. The Reporter section of the CHRIS program has undergone considerable changes and a training session is highly recommended. Sessions last 4 to 5 hours, and users may request the development of specific custom reports. For more information, go to www.chris.miami.edu.