

Require #	Requirement Description	Requirement Status	Requirement Comment	Use Case(s) Reference/Comments
1-1	The FACTS II vendor will demonstrate that the business model from the proposed system, framework, or conceptual design is similar to the model used in the Delaware Integrated Service Process.	No Questions	To the maximum extent possible, we will be using OOTB functionality from SFDC to meet this requirement	
1-2	Requirements for FACTS II functionality are included in these requirements.	Informational Statement	It is accurate that the requirements in this list include the requirements for FACTS II	
1-3	FACTS II will display information to support decision-making and will prompt the streamlined and non-redundant collection of required relevant information to make that decision.	No Questions	To the maximum extent possible, we will be using OOTB functionality from SFDC to meet this requirement	
1-4	FACTS II will have a consistent look and feel (use of fields and data entry) throughout the system.	No Questions	To the maximum extent possible, we will be using OOTB functionality from SFDC to meet this requirement	
1-5	FACTS II will have common data elements available for all divisions.	No Questions	To the maximum extent possible, we will be using OOTB functionality from SFDC to meet this requirement	
1-6	FACTS II will incorporate commonality of terms from an enterprise perspective.	No Questions	This will be done with the help of DSCYF during the Scrum sessions	
1-7	FACTS II will make critical information viewable by workers and supervisors with appropriate restrictions.	No Questions	To the maximum extent possible, we will be using OOTB functionality from SFDC to meet this requirement	
1-8	FACTS II will allow information to be entered once and populate fields across FACTS II, eliminating duplicate data entry.	No Questions	This will be done with the help of DSCYF during the Scrum sessions	
1-9	FACTS II will provide flexibility in managing required and optional fields.	No Questions	To the maximum extent possible, we will be using OOTB functionality from SFDC to meet this requirement	
1-10	FACTS II will be user friendly to facilitate access to information.	No Questions	To the maximum extent possible, we will be using OOTB functionality from SFDC to meet this requirement	
1-11	FACTS II will provide information sharing between all team members assigned to a child's case.	No Questions	To the maximum extent possible, we will be using OOTB functionality from SFDC to meet this requirement	
1-12	FACTS II will allow workers to make informed and quick decisions when appropriate regarding funding opportunities and/or service availability.	No Questions	This will be done with the help of DSCYF during the Scrum sessions	
1-13	FACTS II will be accessible to all departmental employees with appropriate clearance and adequate infrastructure.	No Questions	To the maximum extent possible, we will be using OOTB functionality from SFDC to meet this requirement	
1-14	FACTS II will provide access for workers, consistent with their functional job requirements.	No Questions	To the maximum extent possible, we will be using OOTB functionality from SFDC to meet this requirement	
1-15	FACTS II will utilize a common set of Service Code definitions as defined by the Department.	No Questions	This will be done with the help of DSCYF during the Scrum sessions	
1-16	FACTS II will incorporate an integrated approach to service delivery standards as a framework for data collection, reporting, and cost recovery.	No Questions	To the maximum extent possible, we will be using OOTB functionality from SFDC to meet this requirement	
1-17	FACTS II will provide a rules based copy forward function.	No Questions	This requirement will be accommodated by the OOTB Clone Functionality in Sales force	General Requirement for a copy forward function.
1-18	FACTS II will not copy forward specific data elements that are not sufficiently "recent."	No Questions	This requirement will be accommodated by the OOTB Clone Functionality in Sales force	Business Rule for copy forward requirement.
1-18	FACTS II will be a "rules based" system, the support of which will be flexible enough so that the rules can be easily, quickly, and economically modified based on workflow and/or priority changes.	No Questions	To the maximum extent possible, we will be using OOTB functionality from SFDC to meet this requirement	
1-20	FACTS II will be flexible to facilitate changing requirements.	No Questions	To the maximum extent possible, we will be using OOTB functionality from SFDC to meet this requirement	
1-21	FACTS II will maintain a transaction history rather than overwriting data.	No Questions	To the maximum extent possible, we will be using OOTB functionality from SFDC to meet this requirement	

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1-22	FACTS II will include date/time stamp for all information entered.	No Questions	To the maximum extent possible, we will be using OOTB functionality from SFDC to meet this requirement	
1-23	FACTS II will include a service needs assessment process that will inform planning for programming and service decisions.	Use Case Testing	Schedule A - Technical requirements will be finalized only after a complete mapping of the Epics to Technical Requirements categorized as "Use Case Testing" is accomplished as a deliverable by the Department in Sprint 0. After Sprint 0, the Department will use as Acceptance Criteria the specific requirement linked to the mapped Use Case(s) only	All Use Cases associated with Assessments. Use Cases: - UC_DFS_Investigations_0040_Caregiver Safety Assessment - UC_DFS_Investigations_0090a_Home Safety Assessment - UC_DFS_Investigations_0090b_CSNA - UC_DFS_Investigations_0090g_ICPC Received (Home Study) - UC_DFS_Investigations_0110_Mixing - UC_DFS_Investigations_0130_Risk Assessment
1-24	FACTS II will allow timely and easy updates to various dropdown values.	No Questions	To the maximum extent possible, we will be using OOTB functionality from SFDC to meet this requirement	
1-25	FACTS II will have the capacity to record narrative, numeric, and categorical data.	No Questions	To the maximum extent possible, we will be using OOTB functionality from SFDC to meet this requirement	
1-26	FACTS II will provide large narrative fields.	No Questions	To the maximum extent possible, we will be using OOTB functionality from SFDC to meet this requirement	
1-27	FACTS II will provide upcoming task management that recognizes the level of importance of the task and the due date. Priority of tasks will be given for those that must be done to complete a case. Task priority and timing will be defined by user role.	Use Case Testing	Schedule A - Technical requirements will be finalized only after a complete mapping of the Epics to Technical Requirements categorized as "Use Case Testing" is accomplished as a deliverable by the Department in Sprint 0. After Sprint 0, the Department will use as Acceptance Criteria the specific requirement linked to the mapped Use Case(s) only	Use Cases: -UC_Common_General Activities_0070_Worklist
1-28	FACTS II will capture codifiable data as specific data elements, in addition to text or notes.	No Questions	To the maximum extent possible, we will be using OOTB functionality from SFDC to meet this requirement	
1-29	FACTS II must include integrated criminal background checks for multiple purposes.	Use Case Testing	Schedule A - Technical requirements will be finalized only after a complete mapping of the Epics to Technical Requirements categorized as "Use Case Testing" is accomplished as a deliverable by the Department in Sprint 0. After Sprint 0, the Department will use as Acceptance Criteria the specific requirement linked to the mapped Use Case(s) only	Use Cases: - UC_DFS_CHU_0020_Criminal History Search - UC_DFS_CHU_0030_Criminal History Background Check Entry-Update - UC_DFS_Investigations_0010_Review New Assignment - UC_DFS_Investigations_0050_Background Checks Completed - UC_DFS_OCCL_0020_Approve a New Provider - UC_Common_User Maintenance_0060_Creating Staff
1-30	FACTS II will provide the easy identification and association of related entities, such as resources and persons.	No Questions	To the maximum extent possible, we will be using OOTB functionality from SFDC to meet this requirement	
1-31	FACTS II will provide alerts, ticklers, and warning messages that are defined by and supported by specific business rules.	No Questions	To the maximum extent possible, we will be using OOTB functionality from SFDC to meet this requirement	Alerts, Messaging, etc. is functionality that is required across many Use Cases, especially in regards to Workflow and Approval activities.
1-32	FACTS II will have the capacity to support remote worker computing from the field.	No Questions	This feature will only be available when internet connectivity is available	
2-1	FACTS II will permit easy navigation (e.g. minimal clicks) between various places in the application to maximize ease of navigation for end users. For example, it will be possible to switch from persons to programmatic places without having to exit the screen, call up a new screen, enter data and search for the additional information.	No Questions	To the maximum extent possible, we will be using OOTB functionality from SFDC to meet this requirement	
2-2	FACTS II will provide multiple open windows & easy return to prior screen.	No Questions	To the maximum extent possible, we will be using OOTB functionality from SFDC to meet this requirement	
2-3	FACTS II will provide dynamic views and the ability to focus on pieces of screens (ability to resize open FACTS II screens).	No Questions	To the maximum extent possible, we will be using OOTB functionality from SFDC to meet this requirement	

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2-4	FACTS II will be able to sort and organize by categories (e.g., case plans, legal documents, progress reviews, etc.) and client across service divisions (e.g., into folders).	No Questions	To the maximum extent possible, we will be using OOTB functionality from SFDC to meet this requirement	
2-5	FACTS II will incorporate system/worker custom preset defaults (e.g., county, city). System will prefill different types of fields based upon worker location, department, etc. (e.g. workers in Sussex County have the County field defaulted to Sussex).	No Questions	This feature will be available using VisualForce, not with OOTB functionality	
2-6	FACTS II will have the ability to override defaults (where applicable).	No Questions	To the maximum extent possible, we will be using OOTB functionality from SFDC to meet this requirement	
2-7	FACTS II will incorporate smart dropdowns that are filtered based on data entered, to reduce data errors (e.g., only Cities within the selected County will be listed).	No Questions	This feature will be available using VisualForce, not with OOTB functionality	
2-8	FACTS II will allow worker customizable desktop views, such as: Provider, Licensing, Client/Case, Financial, Cost Recovery, Organization, QA (dimensions are time, organization), Unique Programmatic Areas/Service Types	No Questions	To the maximum extent possible, we will be using OOTB functionality from SFDC to meet this requirement	
2-9	FACTS II will allow customizable case, family and individual view capability across services.	No Questions	To the maximum extent possible, we will be using OOTB functionality from SFDC to meet this requirement	
2-10	FACTS II will provide multiple summary types (e.g., medical, educational, custody history, placement) and views (related information summarized in one place).	No Questions	To the maximum extent possible, we will be using OOTB functionality from SFDC to meet this requirement	
2-11	FACTS II will include both programmatic (e.g., policy and practice) help and technical support including for individuals who are accessing the system remotely.	No Questions	To the maximum extent possible, we will be using OOTB functionality from SFDC to meet this requirement	
2-12	FACTS II will provide online, context-sensitive help and link to appropriate policy, procedures, resource manuals, glossary, data dictionary, and other help resources.	No Questions	To the maximum extent possible, we will be using OOTB functionality from SFDC to meet this requirement	Requirement for Help Information
2-13	FACTS II will provide DSCYF administrative ability to update/maintain Help.	No Questions	To the maximum extent possible, we will be using OOTB functionality from SFDC to meet this requirement	Requirement to be able to update/maintain Help screens.
2-14	The FACTS II vendor will write the original help function and content, for each version while vendor is under contract.	No Questions	Deloitte will write the help content, and the Department will review and approve	Requirement for the vendor to write help content.
2-15	FACTS II will provide event copy with carry over standard data and edit capacity for items/data for repetitive processes.	No Questions	Our understanding from your clarification is that applicable data should be transferred from one module to another module to minimize redundant data entry	General Requirement across all Use Cases to minimize redundant data entry.
2-16	FACTS II will provide department hyperlinks to Web resources outside of FACTS II.	No Questions	To the maximum extent possible, we will be using OOTB functionality from SFDC to meet this requirement	
2-17	FACTS II will provide logical and consolidated data input, with the least redundancy possible, as well as logical navigation to most frequently used screens.	No Questions	To the maximum extent possible, we will be using OOTB functionality from SFDC to meet this requirement	
2-18	FACTS II will provide voice recognition (dictation) software.	Future Scope Item	We recognize that this is an optional scope item not part of the current scope that we would like to maintain as a future scope item.	
2-19	FACTS II will provide the use of touch screens and Intelligent Character Recognition for the documentation of information.	Future Scope Item	Mobile devices with touch screens will be achieved through SFDC mobile solution. We recognize that the ICR capability is an optional scope item not part of the current scope that we would like to maintain as a future scope item.	
2-20	FACTS II will footprint (timestamps and User IDs) all entry/adjustment changes.	No Questions	To the maximum extent possible, we will be using OOTB functionality from SFDC to meet this requirement	

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3-1	FACTS II will have a unified search function, e.g., Person Screening, Hotline search, service provider agency (parent organizations), service provider screening (foster parents), resource screening (licensed child care agency). Searches will be flexible and based on attributes such as: Person ID, Name, DOB, MCH# (DHSS),status, Soundex, etc.	Use Case Testing	Schedule A - Technical requirements will be finalized only after a complete mapping of the Epics to Technical Requirements categorized as "Use Case Testing" is accomplished as a deliverable by the Department in Sprint 0. After Sprint 0, the Department will use as Acceptance Criteria the specific requirement linked to the mapped Use Case(s) only	Use Cases: - UC_Common_General Activities_0010_Person Search - UC_Common_General Activities_0020_Intake Search - UC_Common_General Activities_0030_Provider Organization Search - UC_Common_General Activities_0040_Staff Search - UC_DFS_FC_0080_Provider Search - UC_DMSS_Contracts and Grants_0090_Provider Search - UC_DFS_CHU_0010_Person Search
3-2	FACTS II will provide a rules based and context sensitive search function. The search fields are determined based upon where user is in FACTS II.	Use Case Testing	Schedule A - Technical requirements will be finalized only after a complete mapping of the Epics to Technical Requirements categorized as "Use Case Testing" is accomplished as a deliverable by the Department in Sprint 0. After Sprint 0, the Department will use as Acceptance Criteria the specific requirement linked to the mapped Use Case(s) only	Use Cases: - See Use Cases for Requirement 3-1
3-3	FACTS II will provide keyword search (e.g. within a case or person record).	Use Case Testing	Schedule A - Technical requirements will be finalized only after a complete mapping of the Epics to Technical Requirements categorized as "Use Case Testing" is accomplished as a deliverable by the Department in Sprint 0. After Sprint 0, the Department will use as Acceptance Criteria the specific requirement linked to the mapped Use Case(s) only	Use Cases: - See Use Cases for Requirement 3-1
3-4	FACTS II will allow for searches of historical data with timestamps (state of data at point in time when change occurs).	Use Case Testing	Schedule A - Technical requirements will be finalized only after a complete mapping of the Epics to Technical Requirements categorized as "Use Case Testing" is accomplished as a deliverable by the Department in Sprint 0. After Sprint 0, the Department will use as Acceptance Criteria the specific requirement linked to the mapped Use Case(s) only	Use Cases: - See Use Cases for Requirement 3-1
3-5	FACTS II will allow for configurable limits on the number of search results.	Use Case Testing	Schedule A - Technical requirements will be finalized only after a complete mapping of the Epics to Technical Requirements categorized as "Use Case Testing" is accomplished as a deliverable by the Department in Sprint 0. After Sprint 0, the Department will use as Acceptance Criteria the specific requirement linked to the mapped Use Case(s) only	Use Cases: - See Use Cases for Requirement 3-1
3-6	FACTS II will provide automatic, manual, and customizable filters when executing searches. For example, the system must allow a person/entity search by unique identifier # (PID/RID) with at least 8 levels of validation. This includes the capacity of searching by legal and alias name, partial names, phonetic spelling, and by service history. FACTS II must also support ranges in the search criteria (e.g. neighborhood, ages, dates of service, etc.)	Use Case Testing	Schedule A - Technical requirements will be finalized only after a complete mapping of the Epics to Technical Requirements categorized as "Use Case Testing" is accomplished as a deliverable by the Department in Sprint 0. After Sprint 0, the Department will use as Acceptance Criteria the specific requirement linked to the mapped Use Case(s) only	Use Cases: - See Use Cases for Requirement 3-1
3-7	FACTS II will force a person/entity search prior to allowing the creation of a new person/entity.	Use Case Testing	Schedule A - Technical requirements will be finalized only after a complete mapping of the Epics to Technical Requirements categorized as "Use Case Testing" is accomplished as a deliverable by the Department in Sprint 0. After Sprint 0, the Department will use as Acceptance Criteria the specific requirement linked to the mapped Use Case(s) only	Use Cases: - See Use Cases for Requirement 3-1

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3-8	When creating a person or entity, FACTS II will require that key search data elements are required data entry fields (no nulls).	Use Case Testing	Schedule A - Technical requirements will be finalized only after a complete mapping of the Epics to Technical Requirements categorized as "Use Case Testing" is accomplished as a deliverable by the Department in Sprint 0. After Sprint 0, the Department will use as Acceptance Criteria the specific requirement linked to the mapped Use Case(s) only	Use Cases: - See Use Cases for Requirement 3-1
3-9	FACTS II will identify the required fields for each search type and where in FACTS II this field is captured/referenced (including help).	Use Case Testing	Schedule A - Technical requirements will be finalized only after a complete mapping of the Epics to Technical Requirements categorized as "Use Case Testing" is accomplished as a deliverable by the Department in Sprint 0. After Sprint 0, the Department will use as Acceptance Criteria the specific requirement linked to the mapped Use Case(s) only	Use Cases: - See Use Cases for Requirement 3-1
3-10	FACTS II will have capability to search external databases and display match data for comparison (dependent upon security access/authorization and the existence of an interface with the appropriate system).	Use Case Testing	Schedule A - Technical requirements will be finalized only after a complete mapping of the Epics to Technical Requirements categorized as "Use Case Testing" is accomplished as a deliverable by the Department in Sprint 0. After Sprint 0, the Department will use as Acceptance Criteria the specific requirement linked to the mapped Use Case(s) only	Requirement for real-time Interface to/from FACTS. Some of the real time interface Use Cases to FACTS Include: Use Cases: - UC_Interface_DSCYF_0200_CJIS Broker Schedule Information - UC_Interface_DSCYF_0210_CJIS Broker Charge Information - UC_Interface_DSCYF_0230_MCI Web Service - UC_Interface_DSCYF_0480_Abuse Registry Web Service - UC_Interface_DSCYF_0430_ADC
3-11	FACTS II will integrate 'Pre-canned' searches that are external to FACTS II but outside of the State network (e.g. could be used in Credentialing via Google, Yahoo, and Interfaces).	No Questions	This capability is achievable through standard browser capability and not a specific part of the FACTS II scope.	
3-12	FACTS II will search and display matches for comparison and automatically integrate appropriate data elements into the current application function.	Use Case Testing	Schedule A - Technical requirements will be finalized only after a complete mapping of the Epics to Technical Requirements categorized as "Use Case Testing" is accomplished as a deliverable by the Department in Sprint 0. After Sprint 0, the Department will use as Acceptance Criteria the specific requirement linked to the mapped Use Case(s) only	Mainly Person, Provider, & Staff Searches. Use Cases: Use Cases: - UC_Common_General Activities_0010_Persont Search - UC_Common_General Activities_0040_Staff Search - UC_DFS_FC_0080_Provider Search - UC_DMSS_Contracts and Grants_0090_Provider Search - UC_DFS_CHU_0010_Person Search
3-13	FACTS II will have the capacity to report a 'potential' duplicate list if n% threshold of search criteria in the system is met.	Use Case Testing	Schedule A - Technical requirements will be finalized only after a complete mapping of the Epics to Technical Requirements categorized as "Use Case Testing" is accomplished as a deliverable by the Department in Sprint 0. After Sprint 0, the Department will use as Acceptance Criteria the specific requirement linked to the mapped Use Case(s) only	Specific Requirement for Use Cases for Requirement 3-12. Use Cases: - See Use Cases for Requirement 3-12
3-14	FACTS II search results will have weight-scored indicators.	No Questions	Our understanding from the requirement is that the weighted factors are determined for person, case OR provider search matching only (criteria may include, but is not limited to last name, first name, gender, DOB, id # and race)	Specific Requirement for Use Cases for Requirement 3-12. Use Cases: - See Use Cases for Requirement 3-12
3-15	FACTS II search results will provide indicators of statuses, consistent with accessibility requirements such as 508.	Use Case Testing	Schedule A - Technical requirements will be finalized only after a complete mapping of the Epics to Technical Requirements categorized as "Use Case Testing" is accomplished as a deliverable by the Department in Sprint 0. After Sprint 0, the Department will use as Acceptance Criteria the specific requirement linked to the mapped Use Case(s) only	ADA Compliance Requirement and also Specific Requirement for Use Cases for Requirement 3-12 Use Cases: - See Use Cases for Requirement 3-12

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3-16	FACTS II search return will provide enough detail that the entity can be identified within the context of the current work event.	Use Case Testing	Schedule A - Technical requirements will be finalized only after a complete mapping of the Epics to Technical Requirements categorized as "Use Case Testing" is accomplished as a deliverable by the Department in Sprint 0. After Sprint 0, the Department will use as Acceptance Criteria the specific requirement linked to the mapped Use Case(s) only	Specific Requirement for Use Cases for Requirement 3-12. Use Cases: - See Use Cases for Requirement 3-12
3-17	FACTS II will provide the ability to sort Search returns by the search criteria.	Use Case Testing	Schedule A - Technical requirements will be finalized only after a complete mapping of the Epics to Technical Requirements categorized as "Use Case Testing" is accomplished as a deliverable by the Department in Sprint 0. After Sprint 0, the Department will use as Acceptance Criteria the specific requirement linked to the mapped Use Case(s) only	Specific Requirement for Use Cases for Requirement 3-12. Use Cases: - See Use Cases for Requirement 3-12
3-18	FACTS II will provide ad-hoc searches of entities that do not have predetermined relationships.	Use Case Testing	Schedule A - Technical requirements will be finalized only after a complete mapping of the Epics to Technical Requirements categorized as "Use Case Testing" is accomplished as a deliverable by the Department in Sprint 0. After Sprint 0, the Department will use as Acceptance Criteria the specific requirement linked to the mapped Use Case(s) only	Specific Requirement for Use Cases for Requirement 3-12. Use Cases: - See Use Cases for Requirement 3-12
4-1	FACTS II will generate a permanent, unique identifier for each person in the system, with identified exceptions. For example, FACTS II must be able to maintain a person record without requiring a PID for intakes.	No Questions	To the maximum extent possible, we will be using OOTB functionality from SFDC to meet this requirement	Data Requirement for person entities in the system utilized across many Use Cases.
4-2	FACTS II will permit a person's involvement in multiple cases or service episodes simultaneously.	No Questions	To the maximum extent possible, we will be using OOTB functionality from SFDC to meet this requirement	Data Relationship requirement across client, Case, and Services.
4-3	FACTS II will maintain historical information on person/entity.	No Questions	To the maximum extent possible, we will be using OOTB functionality from SFDC to meet this requirement	Data Requirement for person entities in the system utilized across many Use Cases.
4-4	FACTS II will provide updates, changes, modifications, and corrections of entities (providers, persons, resources, placements, etc.). The same information must be linked throughout the system to update it everywhere and notify affected staff. That is, corrections cascade into related events.	Use Case Testing	Schedule A - Technical requirements will be finalized only after a complete mapping of the Epics to Technical Requirements categorized as "Use Case Testing" is accomplished as a deliverable by the Department in Sprint 0. After Sprint 0, the Department will use as Acceptance Criteria the specific requirement linked to the mapped Use Case(s) only	Use Cases: - UC_Common_Data Maintenance_0010_Client Maintenance Activities - UC_Common_Data Maintenance_0020_Case Maintenance Activities - UC_Common_Data Maintenance_0030_Placement Activities - UC_Common_Data Maintenance_0040_Intake Maintenance Activities - UC_Common_Data Maintenance_0050_Admin-Miscellaneous Activities - UC_Common_Data Maintenance_0060_Event Maintenance - UC_DMSS_Finance_0190_Fiscal Modify Transaction - UC_DMSS_Finance_0150_Transaction Correction after Submission to FSF interface
4-5	FACTS II will maintain viewable, up to date, current, and historical —red-flag information for each person as appropriate. These include items such as suicide risk, absconder risk, Medical, Eligibility, Custody, Education, Placement, and other safety issues, etc.	No Questions	To the maximum extent possible, we will be using OOTB functionality from SFDC to meet this requirement	General requirement related to person data.
4-6	FACTS II will excerpt critical or red flagged information, attach it to the person, and send an alert to any worker assigned to the person.	No Questions	To the maximum extent possible, we will be using OOTB functionality from SFDC to meet this requirement	General requirement related to person data.
4-7	FACTS II must include a department-wide roles and relationships table to allow linking persons to persons or services.	No Questions	To the maximum extent possible, we will be using OOTB functionality from SFDC to meet this requirement	Data Relationship Requirement between persons and services.

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4-8	FACTS II will make legal custody/guardianship information immediately available and viewable for all children. For example, the person view should show who has custody/guardianship, when issued & rescinded, etc.).	Use Case Testing	Schedule A - Technical requirements will be finalized only after a complete mapping of the Epics to Technical Requirements categorized as "Use Case Testing" is accomplished as a deliverable by the Department in Sprint 0. After Sprint 0, the Department will use as Acceptance Criteria the specific requirement linked to the mapped Use Case(s) only	Data Relationship Requirement between persons, custody, and guardianship entities. Related Use Cases include: Use Cases: - UC_DFS_Investigations_0080_Custody - UC_DFS_OCS_0060_Case_Custody - UC_DFS_OCS_0240_Case_Guardianship
4-9	FACTS II will have a centralized place for recording current and maintaining historical health and education information, whether entered directly or retrieved from an interface. This information will be found from the Person view and will be searchable. Some information should be required.	Need Specific Use Case	Schedule A - Final mapping of Technical requirements to Epics in the "Needs Specific Use Case" category will be finalized only after a complete mapping is accomplished as a deliverable by the Department in Sprint 0.	Data Relationship Requirement between persons, health, and Education data, some of which originate from Interfaces.
4-10	FACTS II will include demographics and permit automated and manual updates.	No Questions		Data and Processing Requirement for person data.
4-11	FACTS II will allow recording detail on race, ethnicity, and cultural background according to Federal requirements.	Need Specific Use Case	Schedule A - Final mapping of Technical requirements to Epics in the "Needs Specific Use Case" category will be finalized only after a complete mapping is accomplished as a deliverable by the Department in Sprint 0.	Data Requirement for person data.
4-12	FACTS II will document (behind the scenes) all updates to person record for accountability purposes and to ensure data quality and maintain history of data.	No Questions		Data Requirement for person data, including audit trail and history.
4-13	FACTS II will track all prior history of activity with the department.	No Questions		Data Requirement for person data, including audit trail and history.
4-14	FACTS II will ensure that changes made to a person record are updated appropriately throughout the entire record, including case name.	No Questions		A General Data Relationship Requirement
4-15	FACTS II will allow for the assignment of appropriate roles for people in cases.	No Questions		Role Based Security
4-16	FACTS II will provide person and/or case groupings to allow capture of classifications of people or cases (e.g., all new applicants who are hurricane evacuees, grant participants).	Need Specific Use Case	Schedule A - Final mapping of Technical requirements to Epics in the "Needs Specific Use Case" category will be finalized only after a complete mapping is accomplished as a deliverable by the Department in Sprint 0.	Data Relationship Requirement between persons and associated groupings and classifications in Cases. Requirement for Person Groups.
4-17	FACTS II will provide person assignment to groups such as teams, committees, or programs, for both staff and clients.	Use Case Testing		Use Cases: - UC_DYRS_FC Liaison_0020_Person Groups
4-18	FACTS II will utilize the most accurate & efficient methods of matching person identifications to avoid duplications in the system and ensure data quality.	No Questions		Related to Use Cases identified in the Search Requirements 3-11, 3-12, 3-13, 3-14 specific to Person Search.
5-1	FACTS II will have one primary worker assignment and one primary supervisor assignment, but allow multiple secondary assignments and/or read/write access to variety of cases. For example, for temporary coverage or to allow members of a team to cover for each other. System will allow exceptions to mandatory assignments.	No Questions		DSCYF Case Definition Pending. Will be a Data Relationship Requirement. There are a number of Use Cases across the Divisions where Case Assignment occurs from Supervisor to Staff.
5-2	FACTS II will provide supervisor assignment of staff to case/client.	Use Case Testing		Use Cases: - UC_DFS_Intake_0020_CAN Intake Disposition - UC_DFS_Intake_0040_IA Intake Disposition - UC_DFS_Intake_0050_Standards Complaint Intake - UC_DFS_Investigations_0010_Review New Assignment

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5-3	FACTS II will maintain case assignment history, and allow for drilling down through hierarchical or successive assignments.	Use Case Testing		Data and Navigation requirement for Case Assignment. There are a number of Use Cases across the Divisions where Case Assignment occurs. Use Cases: - See Use Cases under Requirement 5-2.
5-4	FACTS II will provide multi-tiered organizational structures and maintain historical information to support dynamic organizational changes, and be able to easily view the organizational associations.	Use Case Testing		Use Cases: - UC_Common_User Maintenance_0020_Organizational Structure Maintenance
5-5	FACTS II will allow for a case weighting system that supports reporting requirements, e.g., Senate Bill 265 criteria.	No Questions		DE State Law Requirement that spans across many Use Cases
5-6	FACTS II will provide a back-up or on-call rotation schedule with case weighting capability and worker competencies/ability (e.g., statewide across counties, regions, teams and units as mandated by Senate Bill 265).	Use Case Testing		Data and Specific Requirements for Staff. Use Cases: - UC_Common_User Maintenance_0060_Creating Staff
5-7	FACTS II will provide the use of case workload management & modification by weighting activities via user interface based on time, expertise required, and complexity; must be flexible to adjust to changes in case activities.	Use Case Testing		Specific Requirement for Worklist and Caseload. Use Cases: - UC_Common_General Activities_0060_Caseload - UC_Common_General Activities_0070_Worklist
5-8	FACTS II will track recording of information about a worker's abilities; such as skills, competencies, length of assignments, start/end dates.	Use Case Testing		Data Requirements for Staff. Use Cases: - UC_Common_User Maintenance_0060_Creating Staff
5-9	FACTS II will provide electronic assignment of referrals based on a variety of events, (e.g., directions in court order to appropriate facility, Detention, or to Probation Supervisor, for further assignment. SACWIS I.A1.(1)	Use Case Testing		Use Cases: - UC_DFS_OCS_0330_IL Services and Referral - UC_DFS_OCS_0335_Case_IL Referral - UC_DFS_Investigations_0090g_ICPC Received - UC_DFS_OCS_0320_Case_ICPC Sending - UC_DFS_OCS_0370_Case_SSI Advocacy - UC_DFS_OCS_0240_Case_Guardianship
5-10	FACTS II will record and report which worker performed which transaction and service activity.	No Questions		Data Relationship Requirement between staff, transaction, and service activity.
5-11	FACTS II will have capability to transition between case types, assigned workers, and service types, and will maintain the history of each case.	No Questions		Data Relationship Requirement between Case Type, assigned workers and service types which would apply to any Service related Use Case.
5-12	FACTS II will easily identify all assigned worker(s) when a child becomes known to the department.	No Questions		Data Relationship Requirement between worker and client which applies across many Use Cases associated with assigning workers to children.
5-13	FACTS II will allow the assignment of tasks across organizational boundaries.	Use Case Testing		Requirement for Case assignment. Use Cases: - See all Use Cases listed for Requirement 5-2.
5-14	FACTS II will utilize performance indicators at caseload level that are accessible by worker and management.	Use Case Testing		Use Case related to worker caseload. Use Cases: - UC_Common_General Activities_0060_Caseload
5-15	FACTS II will provide tracking of time spent on case and/or activity that is flexible, has ease of use, and requires minimal time and data entry.	Need Specific Use Case	Schedule A - Final mapping of Technical requirements to Epics in the "Needs Specific Use Case" category will be finalized only after a complete mapping is accomplished as a deliverable by the Department in Sprint 0.	Data Requirement for cases.
5-16	FACTS II will make staff/client ratio determinations based on configurable rules and trigger an alert notification (e.g. to 24 hr. facilities) when conditions are met.	Use Case Testing		Specific Requirement related to workload management. Use Cases: -UC_Common_General Activities_0060_Caseload
6-1	FACTS II will provide a Worklist and Case list view.	Use Case Testing		Use Cases: - UC_Common_General Activities_0060_Caseload - UC_Common_General Activities_0070_Worklist
6-2	FACTS II will provide the administrative ability to change the system workflow sequence.	No Questions		

Require #	Requirement Description	Requirement Status	Requirement Comment	Use Case(s) Reference/Comments
6-3	FACTS II will allow supervisors to authorize workers to view other workers' case lists and worklists as appropriate.	Use Case Testing		Use Cases: - UC_Common_General Activities_0060_Caseload - UC_Common_General Activities_0070_Worklist
6-4	FACTS II will provide the customization of desktops by users (favorites, my reports, etc.).	No Questions		
6-5	FACTS II will allow flexible worklistings based on worker function.	Use Case Testing		Use Cases: - UC_Common_General Activities_0070_Worklist
6-6	FACTS II will display a summary of significant events across cases and divisions for a specific child or family.	No Questions		General Requirement for an online view
6-7	FACTS II will allow automated worklisting of School Enrollment in DSCYF facilities based upon the facility census.	Use Case Testing		Specific requirement to initiate Education Enrollment when the child enters a YRS or PBHS Facility: Use Cases: - UC_DMSS_Education_0010_Education Administration - UC_DMSS_Education_0020_Education Student Enrollment - UC_DYRS_Detention_0010_Detention Intake - UC_DYRS_Residential_0010_Intake - UC_DPBHS_CTS_0010_Clinical
6-8	FACTS II search functionality will be incorporated (automatically) into the workflow to automate specific steps whenever possible (e.g., system will allow person/entity searches by Licensure, Credentialing, Facility, Profession, or Agency).	Use Case Testing		Specific Requirement for Searching. Use Cases: - See Comments & Use Cases for Requirement 3-1
6-9	FACTS II will incorporate supervisory and managerial review screens, e.g., checklist to track that required documents are in the paper file case (SS card, birth certificates, etc.).	No Questions		Supervisor Review and approval occurs across many Use Cases across the board.
6-10	FACTS II will have a rules-based workflow and will not require workers to artificially open and close cases just to begin or end a workflow.	No Questions		General Requirement for Workflow across the board governed by Business Rules
7-1	FACTS II will contain functionality that is compatible with Microsoft Office to easily create, maintain, save and print forms, documents, and formatted reports.	No Questions		
7-2	FACTS II will print forms/documents that present the information in the same order that it appears on the screen in the system (e.g., forms will look the same as the screens).	No Questions		
7-3	FACTS II will provide an easy and flexible way to manage electronic documentation functionality in terms of managing the version control process, flagging new documents that are added, with training tips that support new form implementation.	No Questions		General Requirement for Document Management. The Use Cases below reference storage of documents in the File Cabinet. Use Cases: - UC_Common_Data Maintenance_0050_Admin-Miscellaneous Activities - UC_DFS_Adoption Subsidy_0010_Initial Agreement - UC_DFS_Adoption Subsidy_0020_Renewal Agreement - UC_DFS_DOJ_0010_Petition Approval - UC_DFS_FC_0010_Recruitment Provider Creation
7-4	FACTS II will have the capability of creating and maintaining electronic documents that are predefined or ad hoc, (documents are defined as a collection of data that is viewable/ printable/ editable by an appropriate end user).	No Questions		General Requirement for Document Management. Use Cases: - See Use Cases listed under Requirement 7-3.
7-5	FACTS II will allow users (based on roles) to maintain document indices based on relationships to entities within the system.	No Questions		General Requirement for Document Management. Use Cases: - See Use Cases listed under Requirement 7-3.
7-6	FACTS II will allow users to create and modify forms, templates and reports.	No Questions		? (Forms, Templates). Not fully clear on details.

Require #	Requirement Description	Requirement Status	Requirement Comment	Use Case(s) Reference/Comments
7-7	FACTS II will provide an internal and external document routing protocol to include automated document exchanges based on classifications of documents being saved and routed. Certain documents must be encrypted and rules developed for how and where to store the document.	No Questions		Requirement for Document Routing. - mainly under RFP and Contract Management Use Cases. Use Cases: - UC_DMSS_Contracts and Grants_0020_RFP Entry - UC_DMSS_Contracts and Grants_0030_Non Contracted Agreements - UC_DMSS_Contracts and Grants_0110_Contract Amendment - UC_DMSS_Contracts and Grants_0120_Approvals Recorded
7-8	FACTS II will be able to import e-mails and save/store them in document management (preserve meta-data or header records--for authenticity).	No Questions		Requirement for Encryption. A general requirement across Use Cases especially AFCARS & NCANDS General Requirement for Document Management. Use Cases: - See Use Cases listed under Requirement 7-3.
7-9	FACTS II will have capability to scan and capture data from paper forms completed by clients and collaterals.	Future Scope Item		General Requirement for Document Management. Use Cases: - See Use Cases listed under Requirement 7-3.
7-10	FACTS II will reduce data entry burdens on staff, possibly utilizing support for importing handwritten data; OCR & ICR (optical & intelligent character recognition), voice clips, etc.	Future Scope Item		General Requirement for Document Management. Use Cases: - See Use Cases listed under Requirement 7-3.
7-11	FACTS II will have the ability to scan and print copies of vital information (such as SS cards, birth verification, medical insurance cards, release of information forms, out of state provider licenses, etc.) with appropriate security.	No Questions		General Requirement for Document Management. Use Cases: - See Use Cases listed under Requirement 7-3.
7-12	FACTS II will include integrated digital image function that meets chain of custody standards of the court for on-line storage and maintenance, and be associated with entities.	No Questions	This will be achieved through SFDC OOTB functionality for maintaining a documentation repository that has the appropriate relationships defined across the Entities in the system - and proper reporting and tracking is enabled.	General Requirement for Document Management. Use Cases: - See Use Cases listed under Requirement 7-3.
7-13	FACTS II will have the capacity to accept, maintain and save video records electronically.	No Questions		General Requirement for Document Management. Use Cases: - See Use Cases listed under Requirement 7-3.
7-14	FACTS II will capture consents and other forms with expiration dates. The system must include rules/ticklers for expiration of consents/forms.	Use Case Testing		Multiple Use Cases reference consents, mostly in PBHS Services. Use Cases: - UC_DPBHS_Programs_0010_CAS Intake Case Flow - UC_DPBHS_Programs_0130_MSBHC Case Flow - UC_DPBHS_QA Unit_0010_Clinical Records Release - UC_DPBHS_Programs_0090_EI K-5 Case Flow - UC_DPBHS_Programs_0050_MSBHC Intake - UC_DPBHS_Programs_0020_EI K-5 Intake
7-15	FACTS II will provide records release, with redaction as required, accountability that contains an audit trail to document exactly what was released, to whom, date, etc.	No Questions		Use Cases: - UC_DYRS_FC Liaison_0070_Records Request.docx - UC_DYRS_Directors Office_0030_Admin File Tracker - UC_DPBHS_CSM_0040_Clinical Records Deliverables - UC_Reports_MSR_0300_Redaction
7-16	FACTS II will provide the identification and designation of information that is not releasable (e.g. as defined by Departmental policies and/or Freedom of Information Act. (DE code 29 chapter 100).	No Questions		This is a Data Requirement to comply with a Federal Law Requirement
7-17	FACTS II will contain forms and letters in Spanish and English.	No Questions		Language Requirement
7-18	FACTS II will provide automatic save of draft documents and screens; supports interim/draft saves.	Use Case Testing		General Requirement for Document Management. Use Cases: - See Use Cases listed under Requirement 7-3.
7-19	FACTS II will maintain an inventory of forms, such as client related case management (including intake) and pre-fill them with whatever information is in the system.	No Questions		

Require #	Requirement Description	Requirement Status	Requirement Comment	Use Case(s) Reference/Comments
7-20	FACTS II will include "watermarks" on documents to indicate that they are confidential (or include the DSCYF confidentiality statement on each form, where appropriate)	No Questions		
7-21	FACTS II will include an integrated Fax capability.	No Questions		
7-22	FACTS II will allow the recording of geocodes. FACTS II will provide the use of geospatial capabilities (mapping location, address validation, etc.)	No Questions		
7-23	FACTS II will include utilization of digital and electronic signature capability consistent with DE law or system rules.	No Questions		<p>Certain documents require client and field worker signature. There are multiple Use Cases across Divisions that require a document signature to be recorded in the system. Service Plans typically require signature, Contracts, Consents, and others.</p> <p>Use Cases: - See All Service Planning Use Cases listed in Requirement 26-1 - See All Use Cases with Consents listed in Requirement 7-14 - UC_DYRS_Residential_0010_Intake - UC_DYRS_Detention_0010_Detention Intake - UC_DMSS_Contracts and Grants_0180_Provider-Contract Monitoring - UC_DMSS_Contracts and Grants_0120_Approvals Recorded</p>
7-24	FACTS II will accommodate document management, scanning, storage, and retrieval (e.g., court orders, signed documents, etc.).	No Questions		<p>General Requirement for Document Management.</p> <p>Use Cases: - See Use Cases listed under Requirement 7-3.</p>
8-1	FACTS II will provide Notes creation in a general, narrative mode and/or through the selection of dropdown standardized text phrases.	Use Case Testing		<p>Requirement for many Case activities to update notes and contact information. Applies across many Use Cases.</p> <p>Use Cases: - See all Use Cases listed under Requirement 8-9.</p>
8-2	FACTS II will provide an administrative utility that allows for the management of the Notes capability (e.g. drop downs, etc)	No Questions		
8-3	FACTS II will provide a text searching capability within notes.	Use Case Testing		<p>Use Cases: - See Use Cases for Requirement 3-1</p>
8-4	FACTS II will allow the user the ability to search all notes within a case, topic, provider, department, client, etc., restricted by role.	Use Case Testing		<p>Specific Requirement for Search Capability</p> <p>Use Cases: - See Use Cases for Requirement 3-1</p>
8-5	FACTS II will provide multiple sort orders for viewing the Notes list (e.g. chronological, keywords, events/note type, organization order, user, etc.)	No Questions		<p>Requirement to capture and store information about Notes and sort and display them per user desire.</p>
8-6	FACTS II will allow supervisor override of the contact scheduled date once the activity is finished.	Use Case Testing		<p>Supervisor override activities occur across many Use Cases across the Divisions.</p> <p>Use Cases: - See all Use Cases listed under Requirement 8-9.</p>
8-7	FACTS II will provide the ability to track changes that allows supervisors to append finalized notes, in such a way that the original content is preserved.	Use Case Testing		<p>General requirement to track changes made to notes.</p> <p>Use Cases: - See all Use Cases listed under Requirement 8-9.</p>
8-8	FACTS II will have ability to redact information as needed as files are printed	No Questions		<p>Use Cases: - UC_Reports_MSR_0300_Redaction</p>
8-9	FACTS II will have automatic rules driven contact dates.	Use Case Testing		<p>Multiple Use Cases contain either setting up, working, or monitoring contact schedules across the board.</p> <p>Use Cases: - UC_DFS_IA_0080_Contact_Notes - UC_DFS_Investigations_0070_ContactNotes - UC_DFS_Investigations_0170_Client Contact - UC_DFS_PrivateAgencyFC_0040_Contact Notes - UC_DFS_OCS_0020_Case Family Contact</p>
8-10	FACTS II will provide ease-of-use features (e.g., calendar dropdown, Spell/Grammar Checker, save as pending, auto-save, etc.)	No Questions		

Require #	Requirement Description	Requirement Status	Requirement Comment	Use Case(s) Reference/Comments
8-11	FACTS II will provide the ability to print/export specific pages or selection of the highlighted area of the note, with the ability to select print parameters.	No Questions		
8-12	FACTS II will worklist contacts (such as with foster parents and clients) and provide structure for the content of the contact (via notes)	Use Case Testing		General Requirement to worklist planned contacts with foster parents, clients, and others. Occurs across many Use Cases across the board in all Divisions especially DFS & YRS. Use Cases: - See all related contact schedule use cases listed in Requirement 8-9.
8-13	FACTS II will provide the tracking of paper and electronic records (e.g., reports, notes, behavior incidents, critical incidents, use of force reports, and the scanning of reports) coming into the system.	No Questions		General Requirement for Document Management. Use Cases: - See Use Cases listed under Requirement 7-3.
8-14	FACTS II must support the ability to enter service information without the necessity of opening a case.	Use Case Testing		Believe this is related to services that do not require a case. Some of these Use Cases are (there may be others): Use Cases: - UC_DPBHS_Programs_0100_EI K-5 Group-Community Event Case Flow - UC_DPBHS_Programs_0140_MSBHC Group-Community Event Case Flow
8-15	FACTS II must support the ability to create and maintain a list of interested parties for multiple purposes such as case reviews & Foster Care Review Board meetings.	Use Case Testing		Data Relationship Requirement for people involved in case reviews and foster care review board meetings. Related to multiple Use Cases in DFS Investigation, Treatment, & Permanency. Use Cases: - UC_DFS_OCS_0280_Case CPRB - UC_DFS_Investigations_0180_CPRB - UC_DYRS_Community_0170_Case CPRB
9-1	FACTS II will have a configurable messaging management capability. (e.g., setting protocols and requirements, such as who created, who is notified, what data fields are automatically updated, allowed user preferences, defined triggering events, etc.).	No Questions		General Requirement for messaging, occurs across many Use Cases.
9-2	FACTS II will have very specific information in ticklers, in addition to general statements.	No Questions		General Requirement for messaging, occurs across many Use Cases.
9-3	FACTS II will establish a message with multiple recipients.	No Questions		General Requirement for messaging, occurs across many Use Cases.
9-4	FACTS II messages may or may not be integrated into workflow and have an '_expected response' and '_action type'.	No Questions		General Requirement for messaging, occurs across many Use Cases.
9-5	FACTS II will allow for a receipt/acknowledgement to be generated for those messages that are received and read.	No Questions		General Requirement for messaging, occurs across many Use Cases.
9-6	FACTS II will allow the user the ability to filter based upon type of messages and items (events, ticklers, alerts, etc).	No Questions		General Requirement for messaging, occurs across many Use Cases.
9-7	FACTS II will have the capacity to attach Navigation links to case record or related information to the message.	No Questions		General Requirement for messaging, occurs across many Use Cases.
9-8	FACTS II will incorporate a message to prevent placing before "mixing" adjudicated and non-adjudicated youth in the same placement. (Example: dependent children in DFS custody)	Use Case Testing		Specific messaging requirement for Mixing. Use Cases: - UC_DFS_Investigations_0110_Mixing - UC_DFS_OCS_0090_Case Mixing - UC_DMSS_Mixing_0010_Mixing - UC_DPBHS_CSM_0070_Mixing - UC_DYRS_FC Liaison_0060_Mixing
9-9	FACTS II will issue an automatic Alert/Tickler to all assigned workers when information regarding a change in placement or a critical incident is received, and will provide an optional process for other events.	No Questions		Specific alert requirement for critical incidents and events which occur throughout many Use Cases across Divisions.

Require #	Requirement Description	Requirement Status	Requirement Comment	Use Case(s) Reference/Comments
9-10	FACTS II will establish a "Critical Information" page containing Important client information (e.g. medications, history of substance abuse, violence, family, Child Protection Registry, etc.) that is likely to be needed by all system users interacting with the same client via messaging alerts or notification. All involved departments/staff will receive the critical information message when they initiate services to the client. These may require a response via the system. SACWIS I.A.2.(2)	Need Specific Use Case	Schedule A - Final mapping of Technical requirements to Epics in the "Needs Specific Use Case" category will be finalized only after a complete mapping is accomplished as a deliverable by the Department in Sprint 0.	Specific requirement to display critical information gathered throughout Use Case activity across Divisions.
9-11	FACTS II will establish an alert/tickler informing YRS of pending release of a child that requires notifying the victim (Alert for Victim Notice - YRS).	Use Case Testing		Specific Requirement for Victim Notification in YRS. Use Cases: - UC_DYRS_Residential_0060_Victim Notification
9-12	FACTS II will generate electronic and/or paper notices to victims, law enforcement, or other community members, through CJIS as determined by law and policy, regarding AWOL program, sex offender residents (Victim Bill of Rights, Megan's Law).	Use Case Testing		Specific Requirement for Victim Notification in YRS. Use Cases: - UC_DYRS_Residential_0060_Victim Notification
9-13	FACTS II will have the ability to escalate messages either manually (select from drop list of protocols - response, action, fyi, etc) or automatically route, if receipt acknowledgement is not received within a specific timeframe (as requested), to next responsible person on list or supervisor. Time frame for escalation is customizable by the user initiating the message. This capability is rule based.	No Questions		Specific messaging requirement for late workflow tasks. Would apply throughout many Use Case activities across the Divisions.
9-14	FACTS II will create an audit trail for all messages, a log of who was successfully and unsuccessfully notified.	No Questions		Specific Audit Trail requirement for messaging would apply throughout many Use Case activities across the Divisions.
9-15	FACTS II will fully integrate the Enterprise communication system (the DTI standard) with the messaging system (including items such as tasks, calendar, messages).	No Questions		General DSCYF integration requirement for messaging would apply throughout the application.
9-16	FACTS II will have the capacity for instant messaging between approved system users.	No Questions		General requirement for instant messaging.
9-17	FACTS II will provide recipient's ability to attach note or comment to specific case events and save. (Notes or Tickler/Alerts)	No Questions		Specific requirement for alerts which occur throughout many Use Cases across Divisions.
9-18	FACTS II will provide the creation of correspondence (e.g., email, tickler) from current screen/location within FACTS II, rather than by having to exit the system to send messages.	No Questions		Specific requirement for alerts which occur throughout many Use Cases across Divisions.
9-19	Ticklers, alerts, and notifications will be configurable and rule based.	No Questions		General requirement for alerts which occur throughout many Use Cases across Divisions.
9-20	Users will have the ability to generate their own tickler and notification messages based on their role.	No Questions		Specific requirement for alerts which could occur any time in the system.
9-21	FACTS II will have the capability of attaching related information to an email, as a document, based on user's role and where the user is in the system.	No Questions		Specific technical requirement which could occur any time in the system.
9-22	FACTS II will be integrated with State email standard (group calendars, directory services, etc.)	No Questions		DSCYF integration requirement for messaging would apply throughout many Use Case activities across the Divisions.
10-1	FACTS II will contain a business intelligence reporting tool set that supports management, program and worker reporting capabilities for ad hoc, administrative and system/program reporting. For example, FACTS II must provide front-line capability to determine population statistics to improve service delivery to individual clients/case, comparable to —national standards.	No Questions		Use Cases: - All Reporting Use Cases (25) apply to this requirement.
10-2	FACTS II will provide secure, centralized, maintained and backed-up data/report storage location.	SFDC/DTI		General Requirement for Reporting and Storage

Require #	Requirement Description	Requirement Status	Requirement Comment	Use Case(s) Reference/Comments
10-3	FACTS II reporting environment will provide cross-function, cross-department reporting of services, clients, providers, etc.	Use Case Testing		Use Cases: - All Reporting Use Cases (25) apply to this requirement.
10-4	FACTS II will provide the use of preformatted reporting templates, which allow the selection of data elements through a Graphical User Interface tool. For example, FACTS II reporting environment must support use of data element and report level help functions, definitions, report parameters and documentation of business rules to assist the user in the creation of reports. Reports may be viewed on screen or may be printed, including reports such as mailing labels.	No Questions		General Ad-Hoc Reporting Requirement
10-5	FACTS II reporting environment will provide the statistical analysis of operational data at various levels (worker, supervisor, division, department, etc.).	No Questions		General Requirement for Statistical Reporting
10-6	FACTS II will provide sufficient information within the help functionality for the workers to understand which reports are linked to a screen.	No Questions		General Requirement for Reporting capabilities
10-7	FACTS II will provide the application of security levels to reports environment SACWISVI I.C1b(76)	No Questions		Reporting Administration Capability Requirement
10-8	FACTS II will provide the ability to save/maintain specific report criteria to be run again later, while not saving the data.	No Questions		General Ad-Hoc Reporting Requirement
10-9	FACTS II will provide making reports available to others, with appropriate security role access and rules within the system.	No Questions		Requirement for Reporting Administration
10-10	FACTS II will provide the capability to conduct basic and advanced searches of reports (choosing criteria from a drop down list).	No Questions		General Reporting Capability Requirement
10-11	FACTS II will provide the ability to write to multiple formats (PDF, XML, Excel, etc.).	No Questions		General Reporting Capability Requirement. Visual Force?
10-12	FACTS II will include on the Dashboard periodic real-time or near-real-time reporting of performance measures and outcome measures of workers and supervisors for the monitoring of results.	No Questions		General Reporting Capability Requirement
10-13	FACTS II will provide viewing/printing of case summaries view with functionality comparable to drill down features.	No Questions		General Reporting Capability Requirement
10-14	FACTS II will maintain a searchable inventory of all reports in the system.	No Questions		General Reporting Capability Requirement
10-15	FACTS II will provide a code library with role-based check-in and check-out in support of DSCYF staff with reporting and system maintenance responsibilities. Code library will contain reusable code used to develop queries and reports and any objects used by it. It will also include application logic for computing output such as length of stay, age, formatted name, etc.	No Questions		General Reporting Capability Requirement
10-16	FACTS II will provide a vetting process used to convert to production reports and objects that are developed by DSCYF staff.	No Questions		General Reporting Capability Requirement
11-1	FACTS II will provide collection and reporting of data necessary to comply with Federal, State and Departmental reporting standards and guidelines and submissions to respective organizations.	Use Case Testing		Departmental compliance. Use Cases: - UC_Interface_DSCYF_0010_TANF Activity Extract - UC_Interface_DSCYF_0020_TANF Request Extract - UC_Interface_DSCYF_0030_TANF Load - UC_Interface_DSCYF_0040_Medicaid Application Submission Extract - UC_Interface_DSCYF_0050_Medicaid Application Response Load - UC_Interface_DSCYF_0060_DHSS Resource Extract - UC_Interface_DSCYF_0070_DHSS Case Activity Extract - UC_Interface_DSCYF_0080_Child Support Application Extract - UC_Interface_DSCYF_0090_Child Support Updates Extract - UC_Interface_DSCYF_0100_Child Support Case Load

Require #	Requirement Description	Requirement Status	Requirement Comment	Use Case(s) Reference/Comments
11-2	FACTS II will provide the Venn diagrams of service populations unique to and shared by DSCYF divisions.	Use Case Testing		General Reporting Capability Requirement and specific Reporting Use Case: Use Cases: - UC_Reports_MSR_0240_Venn Report
11-3	FACTS II will provide the selected saving/archiving of the report's originating data so that the report could be regenerated. (Matrix report).	Use Case Testing		General Reporting Capability Requirement. Many Reports and Interface Use Cases have this Requirement. Use Cases: - All Interface and Reporting Use Cases
11-4	FACTS II will provide tracking of report attributes such as frequency of use, users, versions, definitions etc.	No Questions		General Reporting Capability Requirement
11-5	FACTS II will provide the ability to add non-FACTS II (e.g. commentary) data to the report and save in reporting environment.	No Questions		General Reporting Capability Requirement
11-6	FACTS II will provide customizable summary tables of important person/entity information with functionality comparable to drill down features	No Questions		General Reporting Capability Requirement
11-7	Withdrawn FACTS II will provide the selected saving/archiving of the report's resultant dataset so that the report could be regenerated.	Withdrawn		General Reporting Capability Requirement
11-8	FACTS II will provide a reporting environment that will manage all reporting capabilities (such as ad-hoc, administrative, system, etc.) that can report on both individual and aggregated data by individuals, units, divisions, etc.	No Questions		General Reporting Capability Requirement
11-9	DSCYF currently has an existing reporting system. The FACTS II vendor must provide a new reporting environment and must supply a detailed description, cost of implementing and converting existing reports, and knowledge transfer including staffing skill sets and requirements.	No Questions		General Reporting Capability Requirement
11-10	FACTS II will provide a cost effective, staff enabled maintenance of reporting capabilities.	No Questions		General Reporting Capability Requirement
11-11	FACTS II will provide on-line, near real-time access for reporting.	No Questions		General Reporting Capability Requirement
11-12	FACTS II will provide "what if" analysis.	No Questions		General Reporting Capability Requirement
11-13	FACTS II will provide an automated process of requesting reports.	No Questions		General Reporting Capability Requirement
11-14	FACTS II will provide version control of developed reports.	No Questions		General Reporting Capability Requirement
11-15	FACTS II will provide help functionality to support the identification of business rules and data element sources at the front end for report development. (data dictionary)	No Questions		General Reporting Capability Requirement
11-16	FACTS II will allow the representation of data in graphical forms (charts, graphs etc.).	No Questions		General Reporting Capability Requirement
11-17	FACTS II will allow exportation of specific data and reports (e.g., spending plans) into formats that can be used for analysis, with appropriate security.	No Questions		General Reporting Capability Requirement
11-18	FACTS II will provide the previewing of reports before printing, sending or otherwise producing the report (e.g. Federal reports such as AFCARS/NCANDS).	No Questions		General Reporting Capability Requirement
11-19	FACTS II will stop runaway reports & searches and send an alert to the system administrator, based on configurable options.	No Questions		General Reporting Capability Requirement

Require #	Requirement Description	Requirement Status	Requirement Comment	Use Case(s) Reference/Comments
				Federal Requirement Specific requirements for DFS Use Case activity which feed the NYTD interface reports to the Feds. Use Cases: - UC_DFS_IL_0070_IL Providers NYTD Survey.docx - UC_DFS_OCS_0340_Case_NYTD.docx - UC_Interface_DSCYF_0420_NYTD
12-1	FACTS II will meet all NYTD reporting requirements.	Use Case Testing		
12-2	FACTS II will capture data needed and generate reports regarding services or clients as specified in ACYF-CB-PI-05-04 regarding: service gaps; Chafee Foster Care Independence Program (CFCIP) reports on children served under child protective services who are transferred to the juvenile justice system; children adopted internationally who enter State custody due to disruption; transitional living programs funded by CFCIP in collaboration with the JJDP Act of 1974; youth funded by CFCIP who receive Education and Training Vouchers; and any other CFCIP reporting requirements involving client and service data that are in force at the time of system implementation.	Need Specific Use Case	Schedule A - Final mapping of Technical requirements to Epics in the "Needs Specific Use Case" category will be finalized only after a complete mapping is accomplished as a deliverable by the Department in Sprint 0.	These are requirements for specific reports which will require specific data elements and data relationships to be defined.
12-3	FACTS II will meet all AFCARS reporting requirements.	Use Case Testing		Federal Requirement Specific requirements for DFS Use Case activity which feed the AFCARS interface reports to the Feds. Requirement 34-1 lists all the placement Use Cases where AFCARS data elements are collected. Use Cases: - UC_Interface_DSCYF_0400_AFCARS Foster Care Extract - UC_Interface_DSCYF_0410_AFCARS Adoption Extract - See all Use Cases listed under Requirement 34-1
12-4	FACTS II will meet all NCANDS reporting requirements.	Use Case Testing		Specific requirements for DFS Use Case activity which collects and feeds data for the National Child Abuse and Neglect Data System (NCANDS). This would include the DFS Hotline Incident information and Investigation, Treatment, and Permanency. Those Use Cases are Listed below along with the NCANDS interface Use Case. NCANDS Interface Use Cases: - UC_Interface_DSCYF_0390_NCANDS
12-5	FACTS II will include Federal data validation systems (e.g., AFCARS and NCANDS).	Need Specific Use Case	Schedule A - Final mapping of Technical requirements to Epics in the "Needs Specific Use Case" category will be finalized only after a complete mapping is accomplished as a deliverable by the Department in Sprint 0.	Federal Requirement Specific Data Requirement for Federal data reporting which applies across multiple DFS, YRS, and PBHS Use Cases.
12-6	FACTS II will have rules to be able to determine if a particular placement setting is juvenile justice, medical, psych under 21 and other mental health, and/or child welfare setting both for AFCARS foster care setting determination and IV-E reimbursability.	Use Case Testing		Specific requirements for Use Case activity which feed the AFCARS interface reports to the Feds. Use Cases: - UC_Interface_DSCYF_0400_AFCARS Foster Care Extract - UC_Interface_DSCYF_0410_AFCARS Adoption Extract - UC_DMSS_Eligibility_0010_IV-E Initial Determination - UC_DMSS_Eligibility_0030 Title IV-E Redetermination
12-7	FACTS II will provide documentation of all ASFA length of time in placement requirements.	Use Case Testing		Specific data requirement for Use Case activity in which Placement Occurs. Use Cases: - See all Use Cases listed under Requirement 27-30.

Require #	Requirement Description	Requirement Status	Requirement Comment	Use Case(s) Reference/Comments
12-8	FACTS II will have Substance Abuse Prevention Treatment Block Grant, Safe and Drug Free Schools, Social Service Block Grant, and Promoting Safe and Stable Families reporting capability, as well as easy ability to change as Federal requirements change.	Use Case Testing		Federal Requirement Specific Data and reporting requirements for specific PBHS Services Use Case activity – occurs across multiple Use Cases. Use Cases: - UC_DPBHS_ECMHC_0010_Child Specific Services - UC_DPBHS_ECMHC_0020_Teacher Child Interaction Training Services - UC_DPBHS_ECMHC_0030_Classroom services - UC_DPBHS_Programs_0010_CAS Intake Case Flow
12-9	FACTS II will provide the collection, retention, and reporting of Title I requirements, by child, school, and statewide.	Need Specific Use Case	Schedule A - Final mapping of Technical requirements to Epics in the "Needs Specific Use Case" category will be finalized only after a complete mapping is accomplished as a deliverable by the Department in Sprint 0.	Federal Requirement Specific Data Requirement for Title 1 information.
12-10	FACTS II will have the capacity to track and report on the federal requirements, outcomes, and regulations by funding source, by law, and for grant monitoring purposes over time.	Need Specific Use Case	Schedule A - Final mapping of Technical requirements to Epics in the "Needs Specific Use Case" category will be finalized only after a complete mapping is accomplished as a deliverable by the Department in Sprint 0.	General Requirement to meet Federal Reporting Standards which would including defining the appropriate Data, Data Relationships, and processes within the application.
12-11	FACTS II will capture data needed for and will generate, as needed, the Department's Performance Indicators included in the Child and Family Services Review and Plan.	Use Case Testing		Federal Requirement for reporting related to DFS Service Planning Use Cases: Use Cases: - UC_DFS_IL_0030_IL Providers Initiate Service Plans - UC_DFS_IL_0040_IL Providers Service Plan Updates - UC_DFS_Investigations_0090c_Child Service Plan - UC_DFS_PrivateAgencyFC_0030_Child Service Plan - UC_DFS_PrivateAgencyFC_0070_Maintain Service Plan - UC_DFS_OCS_0050_Case_Service Planning - UC_DFS_OCS_0160_Maintain Service Plan - UC_DFS_OCS_0170_Service Plan Review
12-12	FACTS II will capture the data and generate as needed SAMHSA reports such as Treatment Episode Data Set	Need Specific Use Case	Schedule A - Final mapping of Technical requirements to Epics in the "Needs Specific Use Case" category will be finalized only after a complete mapping is accomplished as a deliverable by the Department in Sprint 0.	Specific Requirement for a Report.
13-1	FACTS II will be web-enabled and remotely available via secured access (per State standards).	No Questions		General System Access Requirement
13-2	FACTS II will provide remote access to the system via the Internet per State standards.	No Questions		General System Access Requirement
13-3	FACTS II will allow application maintenance (e.g., data quality, resetting passwords, etc.) via Web browser	No Questions		General System Access Requirement
13-4	FACTS II will maintain consistency between remote and desktop screen look and feel to the extent possible.	No Questions		General System Access Requirement
13-5	FACTS II will adhere to State infrastructure standard(s) (segmented network) with WAN design (DMZ)	Withdrawn		General System Access Requirement
14-1	FACTS II will allow for direct online access for non-DSCYF staff (could be view only) consistent with Confidentiality Policy (e.g. Providers, Law Enforcement, etc.).	No Questions		General System Access Requirement
14-2	FACTS II will allow providers secure access to the system for entering and viewing associated information; such as activities, billing, assessments and service plans, authorizations, and contact information.	No Questions		All provider related activity applies to this requirement which is across the board.
14-3	FACTS II will allow the resource/service directory to be viewed by the community, including family members.	Use Case Testing		Requirement for OCCL data. Use Cases: - UC_Interface_DSCYF_0490_DOE STARS Extract - UC_Interface_DSCYF_0500_DOE STARS Load

Require #	Requirement Description	Requirement Status	Requirement Comment	Use Case(s) Reference/Comments
15-1	FACTS II will document, track, and respond to Constituency Concerns by the public and Client/Consumers Compliant.	Use Case Testing		Use Cases: - UC_DMSS_Constituent Concerns_0010_Constituent Concern
15-2	FACTS II will provide the use of periodic facility/program consumer satisfaction and discharge surveys and assessments (e.g. National Youth in Transition Database, DFS Treatment).	Use Case Testing		Use Cases: - See all Use Cases listed for Requirement 28-3
15-3	FACTS II will provide functionality for forwarding the initial constituency concern, if it is not "opened" within a specified time frame, to an identified person for resolution.	Use Case Testing		Use Cases: - UC_DMSS_Constituent Concerns_0010_Constituent Concern
15-4	FACTS II will have Customer Relations Management (CRM) capabilities built into the system.	Need Specific Use Case	Schedule A - Final mapping of Technical requirements to Epics in the "Needs Specific Use Case" category will be finalized only after a complete mapping is accomplished as a deliverable by the Department in Sprint 0.	General Requirement for CRM Capabilities.
16-1	FACTS II will provide the following appeal process categories: 1)Approval/Disapproval, 2) Casework decision/case plan, 3) Determination of Eligibility, consistent with DSCYF policy.	Use Case Testing		Use Cases: - UC_DFS_CPR_0010_Substantiation-Petition Filed - UC_DFS_CPR_0020_Substantiation-Petition for Early Removal - UC_DFS_CPR_0030_Substantiation Non-CPR Appeals
16-2	FACTS II will provide a variety of appeal processes within the Department, capturing a consistent core of information and documentation.	Use Case Testing		Use Cases: - UC_DFS_CPR_0010_Substantiation-Petition Filed - UC_DFS_CPR_0020_Substantiation-Petition for Early Removal - UC_DFS_CPR_0030_Substantiation Non-CPR Appeals
17-1	FACTS II will provide documentation and reporting requirements necessary to meet accreditation standards such as CARF, ACA, CEA (Correctional Education Assoc), Middle States, medical accreditation (outside contractor), COA (Council on Accreditation), or other relevant accrediting bodies.	Use Case Testing		Data and Specific Requirements for Staff and Provider. Use Cases: - UC_Common_User Maintenance_0060_Creating Staff - UC_DFS_FC_0010_Recruitment Provider Creation - UC_DMSS_Cost Recovery_0040_Provider Staff
17-2	FACTS II will include the capability of collecting metrics for accreditation and will facilitate benchmarking of programs as required for accreditation.	Use Case Testing		multiple Use Cases. Use Cases: - UC_DYRS_Directors Office_0060_QA Accreditation - UC_DYRS_Directors Office_0070_Director's Office Review. - UC_Interface_DSCYF_0060_DHSS Resource Extract - UC_Interface_DSCYF_0490_DOE STARS Extract - UC_Reports_MSR_0150_Licensed Facility Count and Capacity Report
18-1	FACTS II will include an internal data maintenance capability that flags, reports and tracks the status of data that need to be corrected and will automatically confirm correction to the workers (e.g., duplicate PID, missing key data elements).	Use Case Testing		Use Cases: - See Data Maintenance Use Cases listed under Requirement 4-4
18-2	FACTS II will allow DSCYF staff to modify, change or edit, data in the system, without vendor support, to maintain data integrity within security limits based on role.	Use Case Testing		Use Cases: - See Data Maintenance Use Cases listed under Requirement 4-4
18-3	FACTS II will provide "help" functionality that displays a list of associated rule impacts to assist identification of the possible impact of data changes.	Use Case Testing		Use Cases: - See Data Maintenance Use Cases listed under Requirement 4-4
18-4	FACTS II will be based on a design that incorporates appropriate Federal, State, and generally accepted professional standards for data collection (e.g., State abbreviations, race categories, etc.).	No Questions		General Design Requirement based on Federal, State, and professional standards.
18-5	FACTS II will incorporate logical validation checks at data entry to prompt workers to enter correct data, and disallow entry of inconsistent data (e.g. end dates earlier than start dates).	No Questions		General Data Validation Requirements

Require #	Requirement Description	Requirement Status	Requirement Comment	Use Case(s) Reference/Comments
18-6	FACTS II will utilize dropdown boxes with —type ahead functionality and full value labels rather than codes as much as possible and minimize the use of free form text, which must will be integrated with spell-check capability.	No Questions		General Requirement
18-7	FACTS II will contain internal validations to ensure that correct information is added to a case. (Need to be able to easily identify the name of the client to be sure that information is added to the right case, e.g., displaying the name in a larger font.)	No Questions		General Data Validation Requirements
18-8	FACTS II will have a two-tiered save function where appropriate, so that data can be corrected after being saved but not after it has been finalized after an appropriate logical end point or conclusion is reached as determined by each program area.	No Questions		General Data Requirements
18-9	FACTS II will have an edit capability to facilitate error correction of data fields. It will also incorporate an "Are you sure" capability where appropriate.	No Questions		General Data Validation Requirements
18-10	FACTS II will record begin and end dates for all specified data to determine when they are active and inactive.	No Questions		Specific Data Requirement across the board for all Use Cases that require active and inactive entities.
18-11	FACTS II will flag and list Person records that are created after the individual creating the record overrides a warning that they may be creating a duplicate record.	No Questions		General Requirement to flag for duplication to avoid duplicate records.
18-12	FACTS II will allow the merger of duplicate or erroneous records, persons, cases, or other entities. This includes merging financial records (per Federal regulations) along with unique identifiers (e.g. PID's) and duplicate records.	Use Case Testing		Use Cases: - See Data Maintenance Use Cases listed under Requirement 4-4
18-13	FACTS II will provide linking and unlinking of relationships of records, in whole or in part, that were incorrectly linked based on security limited data viewing.	Use Case Testing		Use Cases: - See Data Maintenance Use Cases listed under Requirement 4-4
18-14	FACTS II will provide for DSCYF worker verification and approval/disapproval, and correcting errors if necessary, of provider entered data before they are finalized or can be used to populate any other part of the system.	No Questions		General Requirement across the board for all Use Cases that require data entry for the opportunity for approval/disapproval, error correction by other parties (e.g. Supervisors, leads, etc.)
18-15	FACTS II will identify whether specific data are verified, where possible, and verification will be dependent on specific rules.	No Questions		General Data Validation Requirements
18-16	FACTS II will detect and report event delinquency via messaging or reports.	No Questions		Messaging requirement for late workflow tasks. Would apply throughout many Use Case activities across the Divisions.
18-17	FACTS II will identify errors and/or delinquent events that trigger ticklers to field staff to correct data for reporting requirements such as AFCARS and Medicaid eligibility.	No Questions		Messaging requirement for late workflow tasks. Would apply throughout many Use Case activities across the Divisions.
18-18	FACTS II will routinely generate and distribute data exception/error reports to facilitate data quality issues identification and correction by role.	No Questions		General Data Validation & Reporting Requirement
18-19	FACTS II will permit specification of rules regarding modification of finalized activities in open and closed cases with rollback capability to correct subsequent errors in workflow.	Use Case Testing		Use Cases: - See Data Maintenance Use Cases listed under Requirement 4-4
18-20	FACTS II will incorporate an audit trail for data entry and maintenance.	Use Case Testing		Audit Trail Capability plus Use Case: Use Cases: - UC_DMSS_Finance_0180_Fiscal Track Users Updaters
18-21	FACTS II will allow department staff to update and maintain system help content instead of relying on vendor.	No Questions		General Requirement for Help Information and User Updated Content
18-22	FACTS II will incorporate interactive, context-sensitive Help	No Questions		General Requirement for Help Information

Require #	Requirement Description	Requirement Status	Requirement Comment	Use Case(s) Reference/Comments
18-23	FACTS II will permit code table maintenance through user interfaces according to appropriate security role.	Use Case Testing		Use Cases: - UC_Common_User Maintenance_0010_Error Message Maintenance - UC_Common_User Maintenance_0020_Organizational Structure Maintenance - UC_Common_User Maintenance_0030_Pick List Maintenance - UC_Common_User Maintenance_0040_Managing Staff Security - UC_Common_User Maintenance_0050_Managing Security Templates - UC_Common_User Maintenance_0060_Creating Staff - UC_Common_User Maintenance_0070_DMSS Service Master Taxonomy Picklist Maintenance
18-24	FACTS II will incorporate crosswalk capability in vendor codes to other State and Federal departments, as permitted by State policies.	Use Case Testing		Use Cases: - UC_DFS_OCS_0380_MCI Link - UC_DMSS_Cost Recovery_0090_MCI Linking and Creating - UC_Interface_DSCYF_0230_MCI Web Service - UC_Common_User Maintenance_0020_Organizational Structure Maintenance - UC_Common_User Maintenance_0030_Pick List Maintenance - UC_Common_User Maintenance_0060_Creating Staff
18-25	FACTS II will use a standardized naming convention for table names, data element names, (entities and attributes). These standards should be as descriptive as possible.	No Questions		General Data Requirement
18-26	FACTS II will prevent closure of a case with outstanding data issues or uncompleted activities without the approval of the case supervisor.	Use Case Testing		Use Cases: - UC_DFS_IA_0110_Closure - UC_DFS_IL_0100_IL PI Closure - UC_DFS_OCS_0360_Case_PI Closure - UC_DPBHS_CSM_0050_Close CSM PI and Case - UC_DPBHS_Programs_0170_Close PI and Case - UC_DYRS_Community_0160_PI closure - UC_DYRS_Contracted Provider_0040_PI Closure
18-27	FACTS II will provide data collection/quality for aggregate analysis through a combination of drop-down and narrative options.	No Questions		General Data collection Requirement
18-28	FACTS II will update "current address" for the child when a placement or admission event is initiated.	Use Case Testing		Specific data requirement for address during placement or admission event. Applicable to most Use Cases where Placement occurs. Use Cases: - UC_DFS_FC_0110_Request PreScreening Event - UC_DFS_FC_0120_Placement Authorization - UC_DFS_Investigations_0090_Placement - UC_DFS_Investigations_0090e_ICPC Sending
18-29	FACTS II will include home address verification that is flexible and allows for abbreviations with easy interface with service such as MapQuest or Group One to verify the existence of the address entered. Consider validation with DMV or other state agency records.	Need Specific Use Case	Schedule A - Final mapping of Technical requirements to Epics in the "Needs Specific Use Case" category will be finalized only after a complete mapping is accomplished as a deliverable by the Department in Sprint 0.	General Data Validation Requirements
18-30	FACTS II will maintain historical address information and allow for easy viewing of history.	No Questions		Data Requirement for History Data
18-31	FACTS II will include a standard list of address types that are used department wide and support entities having multiple current and historical addresses.	No Questions		Data Requirement for Address Data
18-32	FACTS II will contain a "tool tip" to advise workers about applicable rules.	No Questions		Requirement for Help Information
18-33	FACTS II will include viewable audit trail capability that denotes user.	No Questions		Specific Audit Trail requirement for messaging would apply throughout many Use Case activities across the Divisions.
18-34	Based on decision rules, the system will have the capacity to notify the user to verify certain specified data after a set period of time to assure that information in the system is as current as possible.	No Questions		Messaging requirement for delinquent activities. Would apply throughout many Use Case activities across the Divisions.
18-35	FACTS II must provide capability of assigning an address to an individual or a group of individuals without duplicating data entry.	No Questions		Specific Mass data update requirement for address data. Would apply to many Use Cases across the board where clients, providers, or staff are being created/updated.
19-1	FACTS II will provide for expungement in accordance with Federal, State and department expungement rules and regulations.	Use Case Testing		Use Cases: - UC_DYRS_Directors Office_0020_Admin Expungement

Require #	Requirement Description	Requirement Status	Requirement Comment	Use Case(s) Reference/Comments
19-2	FACTS II will provide for the expungement of specific information pursuant to a court order while maintaining and ensuring the integrity of the remaining data.	Use Case Testing		Use Cases: - UC_DYRS_Directors Office_0020_Admin Expungement
19-3	FACTS II will provide complete deletion of information identified for expungement, such that information is not stored electronically (e.g., Overwriting data), including back-up data.	Use Case Testing		Use Cases: - UC_DYRS_Directors Office_0020_Admin Expungement
19-4	FACTS II will provide maintenance of archival data within FACTS II system. Archival data are old data that have been moved out of the system but are still available for maintenance activities.	SFDC/DTI		Requirement for Archive Process for Data General Requirement for Document Management.
19-5	FACTS II will maintain a record locator that will allow for retrieval of archived records and paper documents.	Use Case Testing		Use Cases: - See Use Cases listed under Requirement 7-3.
19-6	The expungement of information in FACTS II will exclude the expunged information from the FACTS II reporting environment.	Use Case Testing		Use Cases: - UC_DYRS_Directors Office_0020_Admin Expungement
19-7	FACTS II will provide expungement of specific information pursuant to a court order.	Use Case Testing		Use Cases: - UC_DYRS_Directors Office_0020_Admin Expungement
19-8	FACTS II will provide the recording/logging of court order of expungement without linking it to the person or case associated with the order.	Use Case Testing		Use Cases: - UC_DYRS_Directors Office_0020_Admin Expungement
19-9	FACTS II will maintain payment history by child or provider, and will maintain records and rate tables at a point in time so that records and rate tables are updated, rather than overwritten.	Use Case Testing		Use Cases: - UC_DMSS_Finance_0010_PBHS Provider Payment - UC_DMSS_Finance_0030_DFS Residential Services Invoice - UC_DMSS_Finance_0120_Demand Payments - UC_DMSS_Finance_0210_Foster Care and Adoption Board - UC_DPBHS_Billing_0020_Contracted Residential Invoice - UC_DPBHS_Billing_0030_Contracted Non-Residential Invoice - UC_DPBHS_Billing_0040_Demand Payment - UC_Common_User Maintenance_0070_DMSS Service Master Taxonomy Picklist Maintenance
19-10	FACTS II will provide maintenance of required financial and other required records for auditing purposes	Use Case Testing		General Requirement for entities across many Use Cases. Related to Data Maintenance Use Cases. Use Cases: - See Data Maintenance Use Cases listed under Requirement 4-4
20-1	FACTS II will have a component to manage documentation of training, authorization of staff in-service training, and will manage professional development information (credentials, licenses, certifications, CJIS authorizations, etc.) with expiration dates and terms.	Use Case Testing		Data and Specific Requirements for training Staff, Provider, and Facilities. Use Cases: - See all Use Cases listed for Requirement 38-16
20-2	FACTS II will provide a desktop accessible training module (CBT) regarding the contracting process as well as other modules of FACTS II, with a glossary of terms. The training module will have the capacity for updates by DSCYF staff as changes occur. Vendor will be responsible for development of materials for initial training.	No Questions		Requirement for Product and Application Training
20-3	FACTS II will provide training and help screens regarding access and security of information. SACWIS VII.C.1b.(78)	No Questions		Requirement per Contract, State, & Federal
21-1	FACTS II will adhere to all security and access requirements, including State, HIPAA, and DSCYF. . SACWIS VII.C.1b.(78)	Need Specific Use Case	Schedule A - Final mapping of Technical requirements to Epics in the "Needs Specific Use Case" category will be finalized only after a complete mapping is accomplished as a deliverable by the Department in Sprint 0.	Requirement per Contract, State, & Federal

Require #	Requirement Description	Requirement Status	Requirement Comment	Use Case(s) Reference/Comments
21-2	FACTS II will provide security management in accordance with Dept. Confidentiality and Security Policies. SACWIS VII.C.1b.(78)	Need Specific Use Case	Schedule A - Final mapping of Technical requirements to Epics in the "Needs Specific Use Case" category will be finalized only after a complete mapping is accomplished as a deliverable by the Department in Sprint 0.	Requirement per Contract, State, & Federal
21-3	FACTS II must support security for users having multiple duties/assignments. . SACWIS VII.C.1b.(78)	No Questions		Requirement per Contract, State, & Federal
21-4	FACTS II embedded security will prevent or allow access to records based upon user profile. . SACWIS VII.C.1b.(78)	No Questions		Requirement per Contract, State, & Federal
21-5	FACTS II will provide data encryption for information security. . SACWIS VII.C.1b.(78)	No Questions	The fiels to be encrypted will be configured by Deloitte using OOTB SFDC	Requirement per Contract, State, & Federal
21-6	FACTS II will have the capability to remove or render unreadable lost or stolen data on remote devices. SACWIS VII.C.1b.(78)	SFDC/DTI		Requirement per Contract, State, & Federal
21-7	FACTS II will provide restrictions on high-profile cases (e.g., employees).	No Questions		Specfic User Security Requirement based on Case Type
21-8	FACTS II will have a single-solution password that is compliant with the current State standard.	No Questions		General Security Requirement
21-9	FACTS II will provide a single log-on for various modules (e.g.Admin, Case, Provider) within an instance of the FACTS II application.	No Questions		General Security Requirement
21-10	FACTS II will provide concurrent access to other Departmental systems.	No Questions		General Security Requirement
21-11	FACTS II will provide functionality to manage a worker's passwords and changes (rather than having FACTS liaisons managing passwords.)	No Questions		General Security Requirement
21-12	FACTS II will have timeouts and desktop locking requirements for active sessions.	No Questions		General Security Requirement
21-13	FACTS II will have a biometric option.	Future Scope Item		General Security Requirement
21-14	FACTS II security will limit or restrict search capability by user. . SACWIS VII.C.1b.(78)	No Questions		General User Security Requirement
21-15	FACTS II can restrict who can create persons/entities.	No Questions		Specfic User Security Requirement
21-16	FACTS II will provide access for all assigned workers to education information that is recorded by the institutional education staff.	No Questions		Specfic User Security Requirement
21-17	FACTS II will collect and retain information such as User IDs for all individuals who access and view specified information (confidential documents).	No Questions		Audit Trail Capability
22-1	FACTS II vendor will provide a strategy and utilize an integration/conversion effort that provides: A. Data conversion of standalone systems (see appendices), as well as FACTS I. B. Technical analysis of existing data systems and periodic reports to facilitate DSCYF staff data clean-up activities. C. An ongoing mechanism to identify data quality and other problems regarding conversion D. Generate recommendations to correct data problems on an ongoing basis. E. Pre and Post conversion support, reconciliation and verification of data.	Conversion Requirement		Contract/Sprint 0
22-2	FACTS II vendor will develop a conversion plan dependent on implementation model selected, and data from the agreed to legacy systems will be synchronized into FACTS II on "Go Live".	Conversion Requirement		Contract/Sprint 0
22-3	FACTS II will include a conversion pilot test period for all implementation activities. This period may vary according to the types of data being tested.	Conversion Requirement		Spint 0

Require #	Requirement Description	Requirement Status	Requirement Comment	Use Case(s) Reference/Comments
22-4	The FACTS II vendor may propose alternative conversion solutions depending on the conversion strategy utilized that will provide analysis, reporting, and case histories for legacy data sources that are not converted; including having internal links to legacy data sources (e.g. FACTS I or CYCIS--mainframe) and/or creating internal limited-access data storage tables/archives.	Conversion Requirement		Sprint 0
22-5	FACTS II will convert current and historical data required for Federal and other reporting guidelines, such as AFCARS, NCANDS, NYTD, SSBG, as well as departmental business processes (i.e., case management, service delivery, client payments, other types of payments and fiscal activity, cost recovery and other activities.)	Conversion Requirement		Contract
22-6	FACTS II will include conversion of selected archival data from stand alone ACCESS databases from programs that are not in FACTS.	Conversion Requirement		Specific Conversion Requirements
22-7	The FACTS II vendor will perform all data entry required for successful conversion, using department-approved personnel.	Conversion Requirement	This will be further defined and clarified in the Conversion Strategy document during Sprint 0	Specific Conversion Requirements
22-8	The FACTS II vendor will convert and include code tables. Documentation will include mapping of codes to all required State and Federal reports and systems, such as HIPAA, PHRST, AFCARS, NCANDS, etc.	Conversion Requirement		Specific Conversion Requirements
22-9	FACTS II will have a separate test database for conversion with preloaded data for testing purposes, both initially and ongoing.	Conversion Requirement		Specific Conversion Requirements
23-1	FACTS II will permit the Department to determine which fields will be required for intake screens and will provide sufficient text fields as defined by each Delaware program. . SACWIS I.A.2.(2)	Use Case Testing		All Intake / Referral Use Cases Use Cases: - UC_DFS_Intake_0010_CAN_Intake Hotline Reports - UC_DFS_Intake_0030_IA_Intake Hotline Reports - UC_DFS_Intake_0050_Standards Complaint Intake - UC_DPBHS_Programs_0030_FACET_Intake - UC_DPBHS_Programs_0040_IFC_Intake - UC_DPBHS_Programs_0060_PSSF_Intake - UC_DPBHS_Programs_0020_EI K-5 Intake - UC_DPBHS_ECMHC_0010_Child Specific Services
23-2	FACTS II will provide capacity for recording interim dispositions and level of urgency (e.g. for Alternative Response dispositions).	Use Case Testing		Use Cases: - See List of Use Cases in Requirement 23-1 Plus: - UC_DFS_Intake_0020_CAN Intake Disposition - UC_DFS_Intake_0040_IA Intake Disposition
23-3	FACTS II will identify type of crisis and urgency of response (e.g. medical, mental health or law enforcement) involved in referral. SACWIS I.A1.(1)	Use Case Testing		Use Cases: - See List of Use Cases in Requirements 23-1 & 23-2
23-4	FACTS II will permit updating some intake information (e.g. name, address) after it is validated by the investigating worker, but not narrative and other critical intake information identified as "frozen. If information is incorrect and needs to be updated, a method for tracking changes will be incorporated; however, the integrity of the original data must be maintained. For example, DFS Hotline allegations, reporter and narrative are frozen when sent for investigation. Similar functionality is required for YRS intakes. SACWIS I.A.2.(2)	Use Case Testing		There are many Use Cases where this update activity occurs after Intake assignment. Below are a few examples but not the exhaustive list. Use Cases: - UC_DFS_Investigations_0010_Review New Assignment - UC_DFS_IA_0010_Review New Assignment - UC_DFS_OCCL_0055_Standards Complaint Investigation - UC_DYRS_Community_0040_Supervisor Assignment Updates - UC_DYRS_Community_0050_Worker Assignment Updates - UC_DYRS_Contracted Provider_0010_CP Supervisor Assignment_and_Update...
23-5	FACTS II will explicitly allow recording of known strengths at intake, such as support system.	Need Specific Use Case	Schedule A - Final mapping of Technical requirements to Epics in the "Needs Specific Use Case" category will be finalized only after a complete mapping is accomplished as a deliverable by the Department in Sprint 0.	Specific Data Requirement that applies to many Intake Use Cases listing in Requirement 23-1.

Require #	Requirement Description	Requirement Status	Requirement Comment	Use Case(s) Reference/Comments
23-6	FACTS II will instantly display at intake any high risk characteristics (flagged data such as medical, mental, suicide risk, substance abuse issues) that are known from existing information in the system.	Use Case Testing		Specific Data Requirement that applies to many Intake Use Cases listing in Requirement 23-1. Use Cases: - See Use Cases listed in Requirement 23-1
23-7	FACTS II will provide smart redaction of reporter information regarding child maltreatment when generating documents or notices.	No Questions		Redaction Use Case: Use Cases: - UC_Reports_MSR_0300_Redaction
23-8	FACTS II will provide the automatic generation of a DFS Hotline referral for any child 13 years or younger admitted to a detention center. SACWIS I.A1.(1)	Use Case Testing		Requirement (Policy 209) to be added to Use Case: Use Cases: - UC_DYRS_Detention_0010_Detention Intake
23-9	FACTS II will provide and track requests for alleged perpetrator clearances received from, or sent to, other states or agencies as required by the Adam Walsh Child Protection Act of 2006, including any subsequent amendments to this Act prior to the implementation of FACTS II.	Use Case Testing		Use Cases: - UC_DFS_CHU_0040_Child Protection Registry Search - UC_DFS_CHU_0050_Child Protection Registry Request
24-1	FACTS II will allow supervisors to enter changes in the disposition response time frame, the assignment of priority level for response, and system-generated due dates.	Use Case Testing		Data Requirement for Investigation Intake Use Cases. Use Cases: - UC_DFS_Intake_0020_CAN Intake Disposition - UC_DFS_Intake_0040_IA Intake Disposition
24-2	FACTS II will provide a link from IA (Institutional Abuse) investigations to the Person view screen to cross reference the children and the facilities.	Use Case Testing		This is a Data Relationship requirement for the IA Use Cases: Use Cases: - UC_DFS_IA_0010_Review New Assignment - UC_DFS_IA_0020_Initial Interview-Diligent Effort Completed - UC_DFS_IA_0030_Background Checks - UC_DFS_IA_0040_Provider Safety Assessment - UC_DFS_IA_0050a_Household - For IA Provider Family Safety - UC_DFS_IA_0050b_Provider Family Safety Assessment
24-3	FACTS II will preserve Child Abuse & Neglect determinations, victim characteristics, and perpetrator information in the child protection registry, per law and policy as appropriate, with the ability to change as court directed if the decision is successfully appealed.	Use Case Testing		Data Requirement for DFS Investigation Findings. Use Cases: - UC_DFS_Investigations_0140_Findings - UC_DFS_IA_0100_Findings - UC_DFS_CPR_0010_Substantiation-Petition Filed - UC_DFS_CPR_0020_Substantiation-Petition for Early Removal
24-4	FACTS II will provide the ability to record all information regarding an allegation of child abuse or neglect; the type and timeliness of the DSCYF response; all investigation information; all contacts with alleged victims, perpetrators, and collaterals; investigation disposition; approvals; and appeals.	Use Case Testing		Use Cases: - UC_DFS_Intake_0010_CAN Intake Hotline Reports - UC_DFS_Intake_0020_CAN Intake Disposition - UC_DFS_Investigations_0010_Review New Assignment - UC_DFS_Investigations_0020_Initial Interview Completed - UC_DFS_Investigations_0030_Household - UC_DFS_Investigations_0040_Caregiver Safety Assessment - UC_DFS_Investigations_0050_Background Checks Completed - UC_DFS_Investigations_0060_Collaterals - UC_DFS_Investigations_0070_ContactNotes
25-1	FACTS II will provide complete case/service history by child or family, regardless of division and core service with the capability of a consolidated view across programs.	No Questions		General Data Requirement for Service information across many Use Cases across Divisions.
25-2	FACTS II will provide multiple services and programs (starting and ending) in an individual case.	Use Case Testing		This covers nearly all DSCYF Use Cases across the board. See all Service related Use cases: Use Case: - See all Service Related Use Cases under Requirement 27-20.

Require #	Requirement Description	Requirement Status	Requirement Comment	Use Case(s) Reference/Comments
25-3	FACTS II will allow opening a person record and linking to a community service and tracking service outcomes, without opening an assigned case management Case.	Use Case Testing		Specific YRS Community Case Requirement. Would apply to all YRS Community Use Cases. Use Cases: - UC_DYRS_Community_0040_Supervisor Assignment Updates - UC_DYRS_Community_0050_Worker Assignment Updates - UC_DYRS_Community_0060_Regional Manager Updates - UC_DYRS_Community_0070_ICJ-incoming - UC_DYRS_Community_0080_ICJ-outgoing - UC_DYRS_Community_0090_ICPC - UC_DYRS_Community_0100_PACT - UC_DYRS_Community_0110_PAC Process
25-4	FACTS II will provide rules based case closure and service termination. For example, a Case cannot be closed as long as any child in the family is still open unless the only active service is an adoption or scholarship by provider or other payment source (e.g. insurance).	Use Case Testing		- UC_DFS_IA_0110_Closure - UC_DFS_IL_0100_IL PI Closure - UC_DFS_OCS_0360_Case_PI Closure - UC_DPBHS_CSM_0050_Close CSM PI and Case - UC_DPBHS_Programs_0170_Close PI and Case - UC_DYRS_Community_0160_PI closure - UC_DYRS_Contracted Provider_0040_PI Closure
25-5	FACTS II will streamline case closing process for interstate compact children.	Use Case Testing		Use Cases: - UC_DMSS_Interstate Compact_0010_ICAMA Received - UC_DMSS_Interstate Compact_0020_ICAMA Sending - UC_DMSS_Interstate Compact_0030_ICJ Received - UC_DMSS_Interstate Compact_0040_ICJ Sending - UC_DMSS_Interstate Compact_0050_ICPC Received - UC_DMSS_Interstate Compact_0060_ICPC Sending - UC_DFS_Investigations_0090e_ICPC Sending
25-6	FACTS II will include maintaining and accessing the enrollment history (educational information) in FACTS II for student issues upon re-opening. Must be able to produce information for report cards, future IEP meetings, transfers, etc.	Use Case Testing		Use Cases: - UC_DMSS_Ed-UCation_0010_Ed-UCation Administration - UC_DMSS_Ed-UCation_0020_Ed-UCation Student Enrollment
25-7	FACTS II will allow for documentation of the required 90 day follow-up (statute) and the ability to report on this follow-up activity and the results thereof (i.e., GED, employment, adult ED), even if the case is closed.	Need Specific Use Case	Schedule A - Final mapping of Technical requirements to Epics in the "Needs Specific Use Case" category will be finalized only after a complete mapping is accomplished as a deliverable by the Department in Sprint 0.	General Requirement to be able to record and report data on any followup case activity even after closure. Spans across any Case Related Use Case.
25-8	FACTS II will allow updating of closed case information; assuming proper security, and controlled by rules and transaction tracking.	Use Case Testing		Requirement to be able to update data on closed cases. Use Cases: - UC_DFS_IA_0110_Closure - UC_DFS_IL_0100_IL PI Closure - UC_DFS_OCS_0360_Case_PI Closure - UC_DPBHS_CSM_0050_Close CSM PI and Case - UC_DPBHS_Programs_0170_Close PI and Case - UC_DYRS_Community_0160_PI closure
25-9	FACTS II will provide differentiation of case open status types, case managed vs. non-case managed types (for example, identifying adoption subsidy and substantiation cases separately from a regular active case).	No Questions		Data requirement to capture Case Type (e.g. Program Area). Would apply across many Use Cases across Divisions.
26-1	FACTS II will provide shared assessment elements, defined commonly, where feasible; as well as support the unique service planning information needs of programs.	Use Case Testing		Data requirement to capture Assessment and Service Plan data. Would apply across all Use Cases where Assessments & Service Plans are done. Assessment Use Cases: - See All Assessment Use Cases listed in Requirement 1-23 Service Planning Use Cases: - UC_DFS_Investigations_0090c_Child Service Plan - UC_DFS_IL_0030_IL Providers Initiate Service Plans - UC_DFS_PrivateAgencyFC_0030_Child Service Plan
26-2	FACTS II will have a single place to draw together all risk factors from multiple sources and provide a common view across the divisions of the department.	Use Case Testing		Data Requirement to capture Risk Factors captured during Assessments and have a common view to display them by the Salesforce Product. Would apply across all Use Cases where Assessments are done. Use Cases: - See All Assessment Use Cases listed in Requirement 1-23

Require #	Requirement Description	Requirement Status	Requirement Comment	Use Case(s) Reference/Comments
26-3	FACTS II will provide the documentation of informal child/family supports as well as the ability to update and maintain the information. This may include persons; organizations; and groups, potentially outside the Department.	Use Case Testing		Data requirement for informal Child/Family supports data captured during Assessments. Would apply across all Use Cases where Assessments are done. Use Cases: - See All Assessment Use Cases listed in Requirement 1-23
26-4	FACTS II will provide the online administration (by the worker) of assessment instruments when permitted by copyright, (MAYSI, WIAT II, JUVENILE COURT ASSESSMENT, DFS IL SERVICES ASSESSMENT, etc.), or inclusion of the final scores when the inclusion of the assessment instrument is not permitted by copyright. Where appropriate, vendor will propose the option of linking to external assessment instruments and retrieving results into FACTS II instead of direct implementation of the tool within the FACTS II application.	Use Case Testing		Requirement for Assessment and capturing their data across all Divisions. Would apply across all Use Cases where Assessments are done. Use Cases: - See All Assessment Use Cases listed in Requirement 1-23
26-5	FACTS II will allow clients the ability to enter some information (e.g., self-assessments) directly into the system, with appropriate security controls.	Use Case Testing		Requirement for Self Service Assessment and capturing their data across all Divisions. Would apply across all Use Cases where Assessments are done. Use Cases: - See All Assessment Use Cases listed in Requirement 1-23
26-6	FACTS II will provide capturing psychosocial data elements for all children using data elements that are common across divisions, where possible. Data will pre-fill where feasible, and as defined by Departmental rules. Views will display according to each program's requirements.	Use Case Testing		Data Requirement for psychological data elements during Assessments. Would apply across all Use Cases where Assessments are done. Use Cases: - See All Assessment Use Cases listed in Requirement 1-23
26-7	Where appropriate FACTS II will display the date and source entered for each piece of assessment data, for example, as a "Mouse over" display.	Use Case Testing		Technical Requirement for data elements stored in Assessments. Would apply across all Use Cases where Assessments are done. Use Cases: - See All Assessment Use Cases listed in Requirement 1-23
26-8	FACTS II will provide flexible sequencing of assessments when assessment instruments are used by different divisions.	No Questions		General requirement applicable to Assessments. Would apply across all Use Cases where Assessments are done. Use Cases: - See All Assessment Use Cases listed in Requirement 1-23
26-9	FACTS II will have the capacity to weight components of an assessment differentially and to combine the components into a summary score for assessment.	Use Case Testing		General requirement applicable to Assessments. Would apply across all Use Cases where Assessments are done. Use Cases: - See All Assessment Use Cases listed in Requirement 1-23
26-10	FACTS II will provide the capacity to compare developmental information about a child relative to normative data/comparative data.	Use Case Testing		General requirement applicable to Assessments. Would apply across all Use Cases where Assessments are done. Use Cases: - See All Assessment Use Cases listed in Requirement 1-23
27-1	FACTS II will provide Integrated Service Plans that include common components across the programs and includes all the individual plan requirements of each specific program (e.g., independent living, early intervention program, and other program specific service plan requirements).	Use Case Testing		General Requirement applicable to Service Plans. Would apply across all Use Cases where Service Planning is done. Use Cases: - See All Service Planning Use Cases listed in Requirement 26-1
27-2	FACTS II will permit documentation (i.e., narrative) of each core stakeholder's perspective pertaining to the plan. (e.g. DFS, YRS, PBHS, court, family, providers)	Use Case Testing		Data Requirement applicable to Service Plans. Would apply across all Use Cases where Service Planning is done. Use Cases: - See All Service Planning Use Cases listed in Requirement 26-1
27-3	FACTS II will allow for prioritization and sequencing of service plan goals.	Use Case Testing		General Requirement applicable to Service Plans. Would apply across all Use Cases where Service Planning is done. Use Cases: - See All Service Planning Use Cases listed in Requirement 26-1

Require #	Requirement Description	Requirement Status	Requirement Comment	Use Case(s) Reference/Comments
27-4	FACTS II will provide a summary of progress and achievement of goals. At worker option, goals can be carried forward to subsequent plans. All goals will be retained in history.	Use Case Testing		General Requirement applicable to Service Plans. Would apply across all Use Cases where Service Planning is done. Use Cases: - See All Service Planning Use Cases listed in Requirement 26-1
27-5	FACTS II will reduce redundancy among service plan components, using pre-filled data as appropriate.	Use Case Testing		Data Requirement applicable to Service Plans. Would apply across all Use Cases where Service Planning is done. Use Cases: - See All Service Planning Use Cases listed in Requirement 26-1
27-6	FACTS II will provide family service plan components as well as individual child components. It will be flexible enough to work with all types of family structures.	Use Case Testing		Data Requirement applicable to Service Plans. Would apply across all Use Cases where Service Planning is done. Use Cases: - See All Service Planning Use Cases listed in Requirement 26-1
27-7	FACTS II will worklist (e.g. provide an alert or tickler) service planning tasks and will allow the worklist to be modified only with supervisory approval.	Use Case Testing		General Requirement applicable to Service Plans, including Worklist functionality. Would apply across all Use Cases where Service Planning is done and Worklist. Use Cases: - See All Service Planning Use Cases listed in Requirement 26-1
27-8	FACTS II will be flexible enough to capture changes to plan, including by courts and other stakeholders.	Use Case Testing		Data Requirement applicable to Service Plans. Would apply across all Use Cases where Service Planning is done. Use Cases: - See All Service Planning Use Cases listed in Requirement 26-1
27-9	FACTS II will maintain a history of all finalized plans.	Use Case Testing		Data Requirement applicable to Service Plans. Would apply across all Use Cases where Service Planning is done. Use Cases: - See All Service Planning Use Cases listed in Requirement 26-1
27-10	FACTS II will utilize pre-recorded data to generate and distribute electronically all progress reports, in compliance with timeline policies.	Use Case Testing		General Requirement applicable to Service Plans. Would apply across all Use Cases where Service Planning is done. Use Cases: - See All Service Planning Use Cases listed in Requirement 26-1
27-11	FACTS II will have the capacity to record plan review.	Use Case Testing		Data Requirement applicable to Service Plans. Would apply across all Use Cases where Service Planning is done. Use Cases: - See All Service Planning Use Cases listed in Requirement 26-1
27-12	FACTS II service plan will record which party(ies) are responsible for an element of the service plan.	Use Case Testing		Data Requirement applicable to Service Plans. Would apply across all Use Cases where Service Planning is done. Use Cases: - See All Service Planning Use Cases listed in Requirement 26-1
27-13	FACTS II will provide ready access to specific types of events or activities such as placement, service, legal and critical incident history.	Use Case Testing		General Requirement applicable to Service Plans. Would apply across all Use Cases where Service Planning is done. Use Cases: - See All Service Planning Use Cases listed in Requirement 26-1
27-14	FACTS II will provide the capability to identify and calculate the required DFS level of care based on assessment results, pre-filling from existing data where available.	Use Case Testing		Data Relationship Requirement between Service Plans & Assessments. Would apply across all Use Cases where Service Planning and Assessments are done. Use Cases: - See All Assessment Use Cases listed in Requirement 1-23 - See All Service Planning Use Cases listed in Requirement 26-1

Require #	Requirement Description	Requirement Status	Requirement Comment	Use Case(s) Reference/Comments
27-15	FACTS II will document that provider services are medically or clinically necessary with review concurrence (for example, by a psychiatrist), as appropriate.	Use Case Testing		<p>where Service Planning is done and Provider Services are needed and require review and concurrence by DSCYF.</p> <p>Service Planning Use Cases: - See All Service Planning Use Cases listed in Requirement 26-1</p> <p>Provider Service Use Cases: - UC_DFS_FC_0010_Recruitment Provider Creation - UC_DFS_FC_0020_Ongoing Provider Events - UC_DFS_FC_0030_Change of Status - UC_DFS_FC_0040_Supervisor Approvals</p>
27-16	FACTS II will generate initial service authorization and the clinical necessity or other approval for reauthorization, as appropriate.	Use Case Testing		<p>General Requirement applicable to Service Plans and/or Divisional Services. Would apply across all Use Cases where Service Planning is done Use Cases where Service Planning is done and Provider Services are needed and require review and concurrence by DSCYF.</p> <p>Use Cases: - See All Service Planning Use Cases listed in Requirement 26-1 - See All Provider Related Service Use Cases listed in Requirement 27-15</p>
27-17	FACTS II will record the authorization process for reimbursable and funded services.	Use Case Testing		<p>Applicable to the Service Auth Process. Mostly PBHS.</p> <p>Use Cases: - UC_DPBHS_CSM_0120_Modify Service Authorization - UC_DPBHS_Crisis_0030_Authorization Flow - UC_DPBHS_CSM_0030_Authorization Flow - UC_DPBHS_Billing_0010_Agency Notifications Option 1 - UC_DPBHS_Billing_0010a_Agency Notifications Option 2</p>
27-18	FACTS II will be able to document and authorize service prior to the development of a service plan (e.g., crisis hospitalization and emergency foster care).	Use Case Testing		<p>Use Cases: - UC_DPBHS_CSM_0120_Modify Service Authorization - UC_DPBHS_Crisis_0030_Authorization Flow - UC_DPBHS_CSM_0030_Authorization Flow - UC_DPBHS_Billing_0010_Agency Notifications Option 1 - UC_DPBHS_Billing_0010a_Agency Notifications Option 2 - UC_DFS_Investigations_0010_Review New Assignment - UC_DFS_Investigations_0020_Initial Interview Completed</p>
27-19	FACTS II will ensure that all Adoption and Safe Families Act (ASFA) timelines and case review requirements are met for children in foster care regardless of division while under DFS or YRS custody, based on the circumstances of the child.	Use Case Testing		<p>General Requirement for elements of the custody to meet ASFA timelines and requirements. Applies across DFS Investigation (Custody & Placement) Use Cases, all Use Cases for Treatment & Permanency, Foster Care Placement Use Cases, and YRS Use Cases where YRS has placement (Community, Detention, Pre-Trial, Residential)</p> <p>Use Cases: - UC_DFS_Investigations_0080_Custody - UC_DFS_Investigations_0090_Placement - UC_DFS_Investigations_0090c_Child Service Plan - UC_DFS_Investigations_0090d_Placement Adding a Provider_Relative Nonrelative - UC_DFS_Investigations_0090e_ICPC Sending - UC_DFS_Investigations_0090g_ICPC Received - UC_DFS_Investigations_0110_Mixing - UC_DFS_Investigations_0180_CPRB - UC_DFS_Investigations_0210_Permanency Committee</p>
27-20	FACTS II will record both the service effective date (which should be editable by the worker) as well as the system date, and will record responsibility for all entered data.	Use Case Testing		<p>where Service Planning is done and Services are Provided.</p> <p>Service Planning Use Cases: - See All Service Planning Use Cases listed in Requirement 26-1</p> <p>Also Service Related Use Cases: - UC_DFS_FC_0110_Request PreScreening Event - UC_DFS_FC_0120_Placement Authorization - UC_DFS_IA_0010_Review New Assignment - UC_DFS_IA_0020_Initial Interview-Diligent Effort Completed - UC_DFS_IA_0030_Background Checks</p>

Require #	Requirement Description	Requirement Status	Requirement Comment	Use Case(s) Reference/Comments
27-21	FACTS II will calculate the length of service according to the actual units of service appropriate to the service, rather than only calendar days to conform to payment rules of the specific service.	Use Case Testing		Data Requirement applicable to Service Plans and/or Divisional Services. Would apply across all Use Cases where Service Planning is done and Services are Provided. Use Cases: - See All Service Planning Use Cases listed in Requirement 26-1 - See All Services Use Cases listed in Requirement 27-20
27-22	FACTS II will provide the documentation of all status changes to service referrals and authorizations, including referral date, referral assignment, service gaps, referral disposition, referral status (explored, made, accepted), and services started, etc.	Use Case Testing		Data Requirement applicable to Service Plans and/or Divisional Services. Would apply across all Use Cases where Service Planning is done and Services are Provided. Use Cases: - See All Service Planning Use Cases listed in Requirement 26-1 - See All Services Use Cases listed in Requirement 27-20
27-23	FACTS II will capture whether a child's parental rights have been terminated and the child is not yet in an adoptive home.	Use Case Testing		Data Requirement applicable to TPR data. Use Cases: - UC_DFS_OCS_0220_Case_TPR
27-24	FACTS II will provide an online referral process to the extent possible (linking to appropriate referral documents and guidelines); possibly including provider online access to information that is already in the system.	Use Case Testing		General Requirement applicable to Referrals for Divisional Services. Would apply across all Use Cases where Service Planning is done and Services are Provided. There are multiple Use Cases where Providers send in a referral for services, mainly in PBHS. Use Cases: - See All Service Planning Use Cases listed in Requirement 26-1 - See All Service Referral Use Cases listed in Requirement 5-9
27-25	FACTS II service plan functionality will provide provider automated input and will allow providers to view outputs within the limits of confidentiality.	Use Case Testing		General Requirement for External Provider Data Entry and View capability for Service Plans and Services. - would apply across many Use Cases across the board related to Service Plans and Services. Use Cases: - See All Service Planning Use Cases listed in Requirement 26-1 - See All Provider Related Service Use Cases listed in Requirement 27-15
27-26	The system must have the capability to print the overall service plan as well as multiple edited versions specific to the individual service plans for each program.	Use Case Testing		General Requirement for printing Service Plans. Would apply across all Use Cases where Service Planning is done. Use Cases: - See All Service Planning Use Cases listed in Requirement 26-1
27-27	FACTS II will assist the user in determining the reimbursability of a service. FACTS II will assist determining funding source for a service.	Use Case Testing		Specific Requirement for Service Selection, applicable to any Use Cases across the board where Services are selected and assigned. Use Cases: - See All Services Use Cases listed in Requirement 27-20
27-28	The authorizations process will include elements required to support cost recovery purposes.	Use Case Testing		Specific requirement applicable to the Service Authorization Use Cases. Use Cases: - UC_DPBHS_CSM_0120_Modify Service Authorization - UC_DPBHS_Crisis_0030_Authorization Flow - UC_DPBHS_CSM_0030_Authorization Flow - UC_DPBHS_Billing_0010_Agency Notifications Option 1 - UC_DPBHS_Billing_0010a_Agency Notifications Option 2
27-29	Based upon business rules to be specified during design, FACTS II will automatically retrieve assessment data into the service plan.	Use Case Testing		Data Relationship Requirement between Service Plans & Assessments. Would apply across all Use Cases where Service Planning and Assessments are done. Use Cases: - See All Assessment Use Cases listed in Requirement 1-23 - See All Service Planning Use Cases listed in Requirement 26-1
27-30	For the calculation of the number of days in placement, the system will count the first day, but not the last, for the purpose of payments and reporting requirements. In other words, the system will count the day the child enters a placement, but not the day the child leaves the placement.	Use Case Testing		dates. Would apply mainly to Use Cases related to Placement (YRS, DFS), Residential Services (PBHS), and Interstate Compact (DMSS) across the board. Use Cases: Placement Start Use Cases: - UC_DFS_FC_0120_Placement Authorization - UC_DFS_Investigations_0090_Placement - UC_DFS_Investigations_0090g_ICPC Received - UC_DFS_OCS_0070_Placement - UC_DMSS_Interstate Compact_0010_ICAMA Received - UC_DMSS_Interstate Compact_0030_ICJ Received

Require #	Requirement Description	Requirement Status	Requirement Comment	Use Case(s) Reference/Comments
28-1	FACTS II will provide a service monitoring module/tool that accommodates differences across service Divisions and services.	Use Case Testing		A general requirement for FACTS to handle different services across Divisions. Would apply across multiple Use Cases related to Service activity across the board. Use Cases: - See All Services Use Cases listed in Requirement 27-20
28-2	FACTS II will provide standardized common processes across divisions, where possible, for workers/supervisors, quality assurance personnel, contract managers, and financial staff to monitor the outcomes of service provision.	Use Case Testing		A general requirement for FACTS to monitor outcomes of a service provision. Would apply across multiple Use Cases related to Services & Managing outcomes. Use Cases: - See All Services Use Cases listed for Requirement 27-20
28-3	FACTS II will incorporate consumer and departmental staff satisfaction assessments (automated surveys, forms, and reports) using common processes across divisions where feasible.	Use Case Testing		A general requirement for FACTS to perform Satisfaction Surveys related to Services. Would apply across multiple Use Cases that related to Services & include Satisfaction Surveys, mostly for PBHS. Use Cases: - UC_DPBHS_Programs_0130_MSBHC Case Flow - UC_DPBHS_Programs_0150_PSSF Case Flow - UC_DPBHS_Programs_0120_IFC Case Flow - UC_DPBHS_Programs_0110_FACET Case Flow - UC_DPBHS_ECMHC_0010_Child Specific Services - UC_DPBHS_ECMHC_0030_Classroom services
29-1	FACTS II will only allow one open placement at a time for a child, unless a placement is planned to be short term (e.g., respite or hospitalization); however, placement episodes must be flexible enough to recognize that intake and transfer/discharge dates will overlap (e.g. a child may be discharged/transferred from the current facility on the same date as they are received at the next facility) and both providers must be paid accordingly.	Use Case Testing		Business Rule Requirement for placement definition for DFS, YRS, and PBHS residential activity. Would apply to Use Cases for DFS, YRS, and PBHS residential activities across the board that can occur during Residential and YRS Placement that would potentially cause conflicts. Use Cases: - UC_DFS_FC_0110_Request PreScreening Event - UC_DFS_FC_0120_Placement Authorization - UC_DFS_FC_0090_Closed - UC_DFS_PrivateAgencyFC_0010_Create New Foster Parent - UC_DFS_PrivateAgencyFC_0020_Child Assessment - UC_DFS_PrivateAgencyFC_0030_Child Service Plan
29-2	FACTS II will provide a validation on the entry of placements where it will not permit unexplained gaps in placement episodes.	Use Case Testing		Business Rule Requirement for placement entry for service activity. Would apply to Use Cases for Services across the board that are related to residential and YRS placement starts. Use Cases: Placement Start Use Cases: - UC_DFS_FC_0120_Placement Authorization - UC_DFS_Investigations_0090_Placement - UC_DFS_Investigations_0090g_ICPC Received - UC_DFS_OCS_0070_Placement - UC_DMSS_Interstate Compact_0010_ICAMA Received
29-3	FACTS II will display the current actual location (i.e., specific placement provider, whether or not they are part of a parent organization) of all children in placement on the placement summary.	Use Case Testing		Specific data and data relationship requirement between child, location, organization for Placement. Would apply to any Use Case where Placement is active across the Divisions. Use Cases: - See all Use Cases listed for Requirement 29-1
29-4	FACTS II will require a recent level of care for all placements, including respite care.	Use Case Testing		Assume is related to child only, not provider. Use Cases: - UC_DFS_FC_0110_Request PreScreening Event - UC_DFS_Investigations_0110_Mixing. - UC_DFS_Investigations_0090_Placement - UC_DFS_OCS_0090_Case Mixing - UC_DFS_OCS_0070_Placement - UC_DPBHS_Programs_0010_CAS Intake Case Flow
29-5	FACTS II will provide a placement summary that captures complete placement history, including trial home visits, runaways etc. (all episodes).	Use Case Testing		Specific reporting requirement for placement. Would apply to any Use Case where Placement is active across the Divisions and would be reported on Placement Summary. Use Cases: - See all Use Cases listed for Requirement 29-1

Require #	Requirement Description	Requirement Status	Requirement Comment	Use Case(s) Reference/Comments
29-6	FACTS II will automatically notify the family court system of children who have entered and left placement for the purposes of Child Placement Review Board (CPRB) scheduling and will receive back and store CPRB scheduling information. (Note: this functionality requires an interface to the Court's system.)	Use Case Testing		Specific notification requirement for CPRB scheduling. Use Cases: - UC_DFS_OCS_0280_Case_CPRB - UC_DFS_Investigations_0180_CPRB - UC_DYRS_Community_0170_Case CPRB
29-7	FACTS II will display the program type, services, and assigned workers, within security limits, across divisions in multi-divisional cases.	Use Case Testing		Data Relationship requirement for cases that span Divisions relating Programs, Services, and workers. These would apply to groupings of Use Cases across Divisions which represent multi-divisional scenarios. Use Cases: - Multi-Divisional Use Cases
29-8	FACTS II will permit recording of discharge plans/requirements/dates in the initial service plan.	Use Case Testing		Data Requirement applicable to Service Plans. Would apply across all Use Cases where Service Planning is done. Use Cases: - See All Service Planning Use Cases listed in Requirement 26-1
29-9	FACTS II will provide documentation of residential discharge, independent living, transition planning, board extension (post-18 foster care) and aftercare coordination.	Use Case Testing		Independent Living, others). Use Cases: Placement End Use Cases: - UC_DFS_FC_0090_Closed - UC_DFS_Investigations_0090e_ICPC Sending - UC_DFS_OCS_0230_Case_Adoption - UC_DFS_OCS_0240_Case_Guardianship - UC_DFS_OCS_0320_Case_ICPC Sending - UC_DFS_OCS_0350_Case_Home Placement and Visitation - UC_DFS_OCS_0360_Case_PI Closure
29-10	FACTS II will support educational programs in contracted and state residential programs and facilitate sharing educational information with other school systems.	Use Case Testing		Requirement for Education Services. Use Cases: - UC_DMSS_Education_0010_Education Administration - UC_DMSS_Education_0020_Education Student Enrollment
29-11	FACTS II will provide the Individual Education Plan (IEP) planning and documentation process, including required timeframes for DSCYF schools or DSCYF education unit programs.	Use Case Testing		Requirement for Education Planning. Use Cases: - UC_DMSS_Education_0010_Education Administration - UC_DMSS_Education_0020_Education Student Enrollment
29-12	FACTS II will provide the capacity to record report cards and other educational progress documentation, including behavioral and academic records for all children in care.	Use Case Testing		Specific Requirement for Education Services. Use Cases: - UC_DMSS_Education_0010_Education Administration - UC_DMSS_Education_0020_Education Student Enrollment
29-13	For all children in care, FACTS II will allow the recording of the results of standardized educational testing.	Use Case Testing		Specific Requirement for Education Services. Use Cases: - UC_DMSS_Education_0010_Education Administration - UC_DMSS_Education_0020_Education Student Enrollment
29-14	FACTS II will provide an educational summary, transition and discharge plan.	Use Case Testing		Specific Requirement for Education Services. Use Cases: - UC_DMSS_Education_0010_Education Administration - UC_DMSS_Education_0020_Education Student Enrollment
29-15	FACTS II will manage the process of authorization and review of placements of delinquent youth in the same in-state home or facility with other department youth in accordance with the Delaware —mixing law.	Use Case Testing		Mixing Requirement. Use Cases: - UC_DFS_Investigations_0110_Mixing - UC_DFS_OCS_0090_Case Mixing - UC_DMSS_Mixing_0010_Mixing - UC_DPBHS_CSM_0070_Mixing - UC_DYRS_FC Liaison_0060_Mixing
29-16	FACTS II will allow access to and automation of all provider deliverables, whether or not provider is state or contractor managed, within confidentiality limits.	No Questions		General Requirement related to all provider activity. This would apply across many Use Cases across all Divisions.

Require #	Requirement Description	Requirement Status	Requirement Comment	Use Case(s) Reference/Comments
29-17	FACTS II will document and allow access to attendance records (actual days not just start-stop) of children in residential care, for billing purposes. It will continue this capability for day treatment.	Use Case Testing		Specific Data Requirement to capture whether clients have attended their service sessions. Would apply to any Use Case where Placement is active and services are delivered and attendance is required and recorded. Use Cases: - See all Use Cases listed for Requirement 29-1
29-18	FACTS II will prevent duplicative placement events across divisions. For example, shared funding of a single residential service will not constitute two separate placements at the same time.	Use Case Testing		Specific business rule requirement for placement and would apply to all Use Cases where Placement is initiated across the Divisions. Use Cases: Placement Start Use Cases: - UC_DFS_FC_0120_Placement Authorization - UC_DFS_Investigations_0090_Placement - UC_DFS_Investigations_0090g_ICPC Received - UC_DFS_OCS_0070_Placement - UC_DMSS_Interstate Compact_0010_ICAMA Received
29-19	FACTS II will provide the entry of the results of the CPRB review.	Use Case Testing		Data Requirement for CPRB review. Use Cases: - UC_DFS_OCS_0280_Case CPRB - UC_DFS_Investigations_0180_CPRB - UC_DYRS_Community_0170_Case CPRB
30-1	FACTS II will provide the intake and screening processes for all DSCYF facilities to include information such as demographic, identification, personal property inventory, physical attributes, photos, authorized visitor and phone contact lists, physical, mental health, and substance abuse assessments, facility orientations, legal, etc. Related to SACWIS I.A.2.(2)	Use Case Testing		General Data Requirements for children that are being received into DSCYF Facilities during the Intake process. Would apply to most YRS Intake Use Cases and Some PBHS Intake Use Cases. Use Cases: - UC_DPBHS_Crisis_0010_CPR CDCP Intake and Disposition - UC_DPBHS_Crisis_0020_Hospital Intake and Disposition - UC_DPBHS_CSM_0010_Intake and Disposition - UC_DYRS_Detention_0010_Detention Intake - UC_DYRS_FC Liaison_0010_Intake - UC_DYRS_PreTrial_0010_Intake - UC_DYRS_Residential_0010_Intake
30-2	FACTS II will provide the documentation of specific physical identification information such as scars, marks & tattoos, multiple photos (intakes/admissions & injuries) and allow for maintaining a photographic history (specifically for photos associated with injuries).	Use Case Testing		Specific Data requirement for children that are being received into DSCYF Facilities during the Intake process. Would apply to most YRS Intake Use Cases and Some PBHS Intake Use Cases would apply. Use Cases: - See Use Cases identified for Requirement 30-1.
30-3	FACTS II will provide the updating of current client location information as a function of admission to or discharge from a facility.	Use Case Testing		Specific business rule and Data Requirement for Admission to and Discharge from a Facility. Would apply to some YRS Intake and Discharge Use Cases and Some PBHS Intake and Discharge Use Cases. Use Cases: Facility Intake Use Cases: - UC_DPBHS_Crisis_0030_Authorization Flow - UC_DPBHS_CSM_0030_Authorization Flow - UC_DPBHS_CTS_0010_Clinical - UC_DYRS_Detention_0010_Detention Intake - UC_DYRS_Detention_0040_Case Management Worker Assignment and Updates - UC_DYRS_PreTrial_0010_Intake
30-4	FACTS II will provide a unit census that will maintain anticipated intakes (for example, waiting lists) and discharges.	Use Case Testing		Specific requirement for Facilities mgmt. No Use Case for Waiting List, but discharge would be available for YRS & PBHS Discharge Use Cases. Have listed some reports below that correspond to the Census report Use Cases. Use Cases: - Use Cases listed in Requirement 30-3 would record intakes and discharges from facilities. - UC_Reports_MSR_0090_Clients Placed In Secure Care Facilities Report - UC_Reports_MSR_0230_Room Roster Report - UC_Reports_MSR_0250_YRS Inmates on Medical Leave over 24 Hours Report

Require #	Requirement Description	Requirement Status	Requirement Comment	Use Case(s) Reference/Comments
30-5	FACTS II will maintain, where applicable, living unit or room assignment for each child and create the unit census based upon these assignments.	Use Case Testing		Data requirement for Facilities mgmt for YRS and PBHS. Would apply to all Use Cases that have Placement active in the Facilities. Use Cases: <ul style="list-style-type: none"> - UC_DPBHS_Crisis_0030_Authorization Flow - UC_DPBHS_CSM_0020_Assign Transfer - UC_DPBHS_CSM_0030_Authorization Flow - UC_DPBHS_CSM_0030a_Initial Team Leader Note - UC_DPBHS_CSM_0030b_Case Review Contact and Consents - UC_DPBHS_CSM_0030c_CANS Assessment - UC_DPBHS_CSM_0030d_Service Plan - UC_DPBHS_CSM_0030e_Supervisory Activities
30-6	FACTS II will continue to support current discharge functionality, supporting DELACARE and the national CARF standards; including discharge planning, types of discharge, success of treatment episode, etc.	Use Case Testing		State and Federal Requirement which would includes the discharge Use Cases for Facilities. Use Cases: Facility Discharge Use Cases: <ul style="list-style-type: none"> - UC_DPBHS_Crisis_0030_Authorization Flow - UC_DPBHS_CSM_0030_Authorization Flow - UC_DPBHS_CTS_0010_Clinical - UC_DYRS_Community_0050_Worker Assignment Updates - UC_DYRS_Community_0090_ICPC - UC_DYRS_Community_0140_Abscondence - UC_DYRS_Detention_0030_YRC Updates - UC_DYRS_FC Liaison_0030_Article IV Motion - UC_DYRS_Residential_0040_YRC Updates
30-7	FACTS II will maintain temporary leaves (to court, doctors, etc) and ensure the leaves are tracked historically with start and end dates.	Use Case Testing		Would apply to Use Cases where Services are provided in YRS or PBHS facilities. Use Cases: <ul style="list-style-type: none"> - UC_DYRS_Residential_0040_YRC Updates - UC_DYRS_Community_0050_Worker Assignment Updates - UC_DYRS_Detention_0030_YRC Updates. - UC_Reports_MSR_0250_YRS Inmates on Medical Leave over 24 Hours Report - UC_DFS_Investigations_0190_Home Placement and Visitation - UC_DFS_Investigations_0220_Visitation - UC_DFS_OCS_0300_Case_Visitation - UC_DFS_OCS_0350_Case_Home Placement and Visitation
30-8	FACTS II will provide temporary home visit & pre-placement visit occurrences.	Use Case Testing		Requirement that would apply to Use Cases where Services are provided in facilities. Use Cases: <ul style="list-style-type: none"> - UC_DYRS_Residential_0040_YRC Updates - UC_DYRS_Community_0050_Worker Assignment Updates - UC_DYRS_Detention_0030_YRC Updates. - UC_DFS_Investigations_0190_Home Placement and Visitation - UC_DFS_Investigations_0220_Visitation - UC_DFS_OCS_0300_Case_Visitation - UC_DFS_OCS_0350_Case_Home Placement and Visitation - UC_DFS_FC_0110_Request PreScreening Event
30-9	FACTS II will provide transition and aftercare planning (i.e., independent living, or board extension).	Use Case Testing		General Requirement for facilities management. IL Use Cases are below. Not sure about Board Planning**. Use Cases: <ul style="list-style-type: none"> - UC_DFS_IL_0010_IL Providers IL Referral Acceptance.docx - UC_DFS_IL_0020_IL Providers Assessments.docx - UC_DFS_IL_0030_IL Providers Initiate Service Plans.docx - UC_DFS_IL_0040_IL Providers Service Plan Updates.docx - UC_DFS_IL_0050_IL Providers Service Log Updates.docx - UC_DFS_IL_0060_IL Providers Monthly Survey.docx - UC_DFS_IL_0070_IL Providers NYTD Survey.docx - UC_DFS_IL_0080_IL Provider Create-Approve-Submit Invoice - UC_DFS_IL_0090_IL End Provider Service and-or Start Second Referral

Require #	Requirement Description	Requirement Status	Requirement Comment	Use Case(s) Reference/Comments
31-1	FACTS II will support student attendance of multiple types including daily attendance for children who are in residential facilities and enrolled in day treatment; including non-classroom based services.	Use Case Testing		Specific Data Requirement to capture whether clients have attended their day treatment or education sessions. Would apply to Use Cases for PBHS CTS Services and Education in Facilities. Use Cases: - UC_DPBHS_CTS_0010_Clinical - UC_DYRS_Detention_0030_YRC Updates - UC_DYRS_Residential_0040_YRC Updates - UC_DMSS_Education_0010_Education Administration - UC_DMSS_Education_0020_Education Student Enrollment
31-2	FACTS II will allow for changes to specific data fields within the student's enrollment information. (e.g., STI, which is a unique identifier of educational records; grade level; school, etc.)	Use Case Testing		Data Requirement for Education Services. Use Cases: - UC_DMSS_Education_0010_Education Administration - UC_DMSS_Education_0020_Education Student Enrollment
31-3	FACTS II will maintain the sending school contact persons' information and a history of the contact information.	Use Case Testing		Data Requirement for Education Services. Use Cases: - UC_DMSS_Education_0010_Education Administration - UC_DMSS_Education_0020_Education Student Enrollment
31-4	FACTS II will provide the recording of results of required achievement testing.	Use Case Testing		Data Requirement for Education Services. Use Cases: - UC_DMSS_Education_0010_Education Administration - UC_DMSS_Education_0020_Education Student Enrollment
31-5	FACTS II will provide the ability to add and modify standard test options administered by DSCYF (whether the testing is administered manually or directly through the system).	Use Case Testing		Data Requirement for Education Services. Use Cases: - UC_DMSS_Education_0010_Education Administration - UC_DMSS_Education_0020_Education Student Enrollment
31-6	FACTS II will provide a method to record or import standard test scores created by a completed standard test administered by a non-DSCYF entity from the school into the student record (raw score, standard score, grade equivalent, etc.), preferably from the eSchool Plus interface.	Use Case Testing		Data Requirement for Education Services. Use Cases: - UC_DMSS_Education_0010_Education Administration - UC_DMSS_Education_0020_Education Student Enrollment
31-7	FACTS II will provide a method for teachers to document and organize grades including comment section. The system will pull individual grades creating a student report card.	Use Case Testing		Data Requirement for Education Services. Use Cases: - UC_DMSS_Education_0010_Education Administration - UC_DMSS_Education_0020_Education Student Enrollment
31-8	FACTS II will track DSCYF school enrollment episodes as defined by DSCYF. The system will allow DSCYF to report and view episodes based on continuous enrollment across any DSCYF school or program. The system will also allow DSCYF to report and view episodes within a specific but contiguous enrollment within or across programs when enrollments must be combined into one enrollment episode.	Use Case Testing		Data Requirement for Education Services. Use Cases: - UC_DMSS_Education_0010_Education Administration - UC_DMSS_Education_0020_Education Student Enrollment
31-9	The system will incorporate educational assessments and basic test categories for the recording of test and assessment results (academic, career, etc.)	Use Case Testing		Data Requirement for Education Services, including Educational Assessments. Use Cases: - UC_DMSS_Education_0010_Education Administration - UC_DMSS_Education_0020_Education Student Enrollment
31-10	FACTS II will provide the recording of standard tests and educational assessments administered by DSCYF including multiple instances of the same test or assessment for the same student.	Use Case Testing		Data Requirement for Education Services, including Educational Assessments. Use Cases: - UC_DMSS_Education_0010_Education Administration - UC_DMSS_Education_0020_Education Student Enrollment
31-11	FACTS II will allow DSCYF to create and maintain school calendars with the ability to make adjustments by individual counties or facility.	Use Case Testing		Data Requirement for Education Services. Use Cases: - UC_DMSS_Education_0010_Education Administration - UC_DMSS_Education_0020_Education Student Enrollment

Require #	Requirement Description	Requirement Status	Requirement Comment	Use Case(s) Reference/Comments
32-1	FACTS II will incorporate medical workup and ongoing medical information, including nursing notes, within appropriate confidentiality limits, for all children in placement and in own homes.	Need Specific Use Case	Schedule A - Final mapping of Technical requirements to Epics in the "Needs Specific Use Case" category will be finalized only after a complete mapping is accomplished as a deliverable by the Department in Sprint 0.	Data Requirement across the board associated with the client.
32-2	FACTS II will provide a Medical information screen to capture current & historical medical information; such as medications, immunizations and dates, exams, treatments, health insurance, etc.	Need Specific Use Case	Schedule A - Final mapping of Technical requirements to Epics in the "Needs Specific Use Case" category will be finalized only after a complete mapping is accomplished as a deliverable by the Department in Sprint 0.	Data Requirement across the board associated with the client.
32-3	FACTS II will provide a document generation capability for medical care during transitions from one living situation to another, including documents such as the "Transfer Instruction Sheet" (health passport) and generate it electronically as well as in printed form.	Need Specific Use Case	Schedule A - Final mapping of Technical requirements to Epics in the "Needs Specific Use Case" category will be finalized only after a complete mapping is accomplished as a deliverable by the Department in Sprint 0.	Requirement for document generation during Case activities.
32-4	FACTS II will capture the health histories of all immediate biological family members (parents, siblings, etc.) when DSCYF receives custody and the child is placed into care. This information is important for initial and long-term planning and becomes necessary for adoption planning and out-of-state placement.	Use Case Testing		Data Requirement for client and family information when child is received into DSCYF Custody and placed. Use Cases: - UC_DFS_Investigations_0080_Custody - UC_DFS_OCS_0060_Case_Custody - UC_DFS_Investigations_0090_Placement - UC_DFS_OCS_0070_Placement
32-5	FACTS II will incorporate mental and behavioral health records, including ongoing compliance with medications and restrictions.	Need Specific Use Case	Schedule A - Final mapping of Technical requirements to Epics in the "Needs Specific Use Case" category will be finalized only after a complete mapping is accomplished as a deliverable by the Department in Sprint 0.	Data Requirement across the board associated with the client.
32-6	FACTS II will incorporate educational transition planning in a standardized format as part of the consolidated service plan, including documentation of meetings required.	Use Case Testing		Data Requirement across the board for Service Planning, which would apply to all Use Cases associated with Service Planning across Divisions. Use Cases: - See All Service Planning Use Cases listed in Requirement 26-1
32-7	FACTS II will identify high risk medical, mental and behavioral health issues from the medical health record and alert the worker of these needs. (For example, provide a high risk flag for suicide, prescriptions, etc.)	No Questions		Data Requirement across the board associated with the client.
33-1	FACTS II will include an Interstate Compact record that will allow the identification of necessary information and any that is missing.	Use Case Testing		General Requirement which applies to all Interstate Compact Use Cases. Use Cases: - See all Use Cases listed under Requirement 25-5
33-2	FACTS II will capture the data needed for, and will generate and pre-fill the required forms for, interstate placement activities under Interstate Compact on Placement of Children (ICPC), Interstate Compact for Juveniles (ICJ), and Interstate Compact on Adoption and Medical Assistance (ICAMA).	Use Case Testing		Data Requirement for Interstate Compact. Relates to Use Cases listed in Requirement 25-5. Use Cases: - See all Use Cases listed in Requirement 25-5
33-3	FACTS II will track court-ordered Requisitions for Interstate Compact for Juveniles (ICJ) and Interstate Compact on the Placement of Children (ICPC) Priority Motions and Ord	Use Case Testing		Requirement for Interstate Compact. Relates to Use Cases listed in Requirement 25-5. Use Cases: - See all Use Cases listed in Requirement 25-5

Require #	Requirement Description	Requirement Status	Requirement Comment	Use Case(s) Reference/Comments
33-4	<p>FACTS II will include the IEP and social history as part of the Interstate Compact packet of information. Other education information will be included if available. The information must be generated in hard copy using the appropriate standardized IC format. SACWIS I.A.2.(2)</p> <p>Deloitte's proposed FACTS II partially meets this requirement. FACTS II allows users to document social history as part of ICPC and ICPC 100 A and 100 B screens and forms will be extended to track IEP and other education information.</p>	Use Case Testing		<p>Data Requirement for Interstate Compact. Relates to Use Cases listed in Requirement 25-5.</p> <p>Use Cases: - See all Use Cases listed in Requirement 25-5</p>
33-5	FACTS II will provide an electronic process for Interstate Compact documentation exchange when it becomes available (packets and approvals), maintaining confidentiality.	Use Case Testing		<p>Requirement for Interstate Compact. Relates to Use Cases listed in Requirement 25-5.</p> <p>Use Cases: - See all Use Cases listed in Requirement 25-5</p>
33-6	FACTS II will include ticklers and alerts regarding interstate activities that need to be completed (e.g., 100A based on court orders).	Use Case Testing		<p>Requirement for messaging capability for Interstate Compact. Relates to Use Cases listed in Requirement 25-5.</p> <p>Use Cases: - See all Use Cases listed in Requirement 25-5</p>
33-7	FACTS II will provide all standard reports required for the Interstate Compact on Placement of Children (ICPC) and Interstate Compact for Juveniles (ICJ).	Use Case Testing		<p>Requirement for reporting capability for Interstate Compact. Relates to Use Cases listed in Requirement 25-5.</p> <p>Use Cases: - See all Use Cases listed in Requirement 25-5</p>
34-1	FACTS II will track compliance of AFCARS elements and ASFA timeframes for case compliance.	Use Case Testing		<p>Data Requirements to collect and track all data for AFCARS (Adoption & Foster Care Reporting System) compliance. Applies to Use Cases across the board where a child is in a DSCYF placement situation within DFS, YRS, and PBHS.</p> <p>Use Cases: - See all Use Cases listed for Requirement 29-1</p> <p>Also Adoption and Guardianship Subsidy Use Cases: - UC_DFS_Adoption Subsidy_0010_Initial Agreement - UC_DFS_Adoption Subsidy_0020_Renewal Agreement - UC_DFS_Adoption Subsidy_0040_Close PI - UC_DFS_Guardianship Subsidy_0050_Initial Agreement - UC_DFS_Guardianship Subsidy_0060_Renewal Agreement - UC_DFS_Guardianship Subsidy_0070_Close PI</p>
34-2	FACTS II will provide substantiation case registry including registry, notification, appeal process timeframes, and removal from registry (will need associated ticklers and alerts).	Use Case Testing		<p>Child Protection Registry Requirements.</p> <p>Use Cases: - UC_DFS_CPR_0010_Substantiation-Petition Filed - UC_DFS_CPR_0020_Substantiation-Petition for Early Removal - UC_DFS_Investigations_0140_Findings - UC_DFS_IA_0100_Findings</p>
34-3	FACTS II will document in a manner that is readily accessible/viewable who has custody and when custody ends (not always current or accurate). Mandatory fields include petition date, custody hearing date, date custody awarded to DFS/YRS, and type of custody.	Use Case Testing		<p>Status starts and ends for a child in DSCYF custody.</p> <p>Custody Start Use Cases: - UC_DFS_Investigations_0080_Custody - UC_DFS_OCS_0060_Case Custody - UC_DFS_DOJ_0010_Petition Approval - UC_DYRS_Assessment_0010_Assessment Unit Supervisor Assignment-Updates - UC_DYRS_Contracted Provider_0010_CP Supervisor Assignment and Updates - UC_DYRS_Community_0070_ICJ-incoming - UC_DYRS_Community_0040_Supervisor Assignment Updates - UC_DYRS_Detention_0020_Case Management Supervisor Assignment - UC_DYRS_Residential_0010_Intake - UC_DYRS_Residential_0020_TS Supervisor Assignment Updates</p>

Require #	Requirement Description	Requirement Status	Requirement Comment	Use Case(s) Reference/Comments
34-4	FACTS II will permit recording of combined hearing types.	Use Case Testing		Data Requirement across DFS and YRS Use Cases where hearings occur. Use Cases: <ul style="list-style-type: none"> - UC_DFS_CPR_0010_Substantiation-Petition Filed - UC_DFS_CPR_0020_Substantiation-Petition for Early Removal - UC_DFS_CPR_0030_Substantiation Non-CPR Appeals - UC_DFS_Investigations_0080_Custody - UC_DFS_Investigations_0110_Mixing - UC_DFS_Investigations_0180_CPRB - UC_DFS_OCCL_0060_Enforcement Actions - UC_DFS_OCCL_0070_Denial Process
34-5	When an appeal to a substantiated case registry entry is initiated and recorded in FACTS II, the system will automatically place the substantiated individual on hold to prevent —reporting out until the appeal is resolved.	Use Case Testing		Specific Requirement for Child Protection Registry. Use Cases: <ul style="list-style-type: none"> - UC_DFS_CPR_0010_Substantiation-Petition Filed - UC_DFS_CPR_0020_Substantiation-Petition for Early Removal - UC_DFS_Investigations_0140_Findings - UC_DFS_IA_0100_Findings
34-6	FACTS II will track all specific legal activities associated with child proceedings related to custody starts and dispositions and reviews, and will alert users to upcoming events.	Use Case Testing		Data Requirement for Custody and all legal proceedings that occur with it. Use Cases: <ul style="list-style-type: none"> - UC_DFS_Investigations_0080_Custody - UC_DFS_Investigations_0110_Mixing - UC_DFS_Investigations_0180_CPRB - UC_DFS_OCS_0060_Case_Custody - UC_DFS_OCS_0090_Case_Mixing - UC_DFS_OCS_0200_Case_Permanency Committee
34-7	FACTS II will record the receipt of a court disposition, will alert the user if it is not received within an appropriate time frame; and will have the capability to associate the physical court order to the FACTS II record.	Use Case Testing		proceedings. These would apply to many Use Cases across all Divisions. Use Cases: <ul style="list-style-type: none"> - UC_DFS_Adoption Subsidy_0010_Initial Agreement - UC_DFS_Adoption Subsidy_0020_Renewal Agreement - UC_DFS_Adoption Subsidy_0040_Close PI - UC_DFS_CPR_0010_Substantiation-Petition Filed - UC_DFS_CPR_0020_Substantiation-Petition for Early Removal - UC_DFS_CPR_0030_Substantiation Non-CPR Appeals - UC_DFS_DOJ_0010_Petition Approval - UC_DFS_Guardianship Subsidy_0050_Initial Agreement - UC_DFS_Guardianship Subsidy_0060_Renewal Agreement - UC_DFS_Guardianship Subsidy_0070_Close PI - UC_DFS_Investigations_0080_Custody - UC_DFS_Investigations_0090e_ICPC Sending - UC_DFS_Investigations_0110_Mixing - UC_DFS_Investigations_0180_CPRB - UC_DFS_Investigations_0220_Visitation - UC_DFS_OCS_0060_Case_Custody - UC_DFS_OCS_0090_Case_Mixing - UC_DFS_OCS_0200_Case_Permanency Committee - UC_DFS_OCS_0220_Case_TPR - UC_DFS_OCS_0230_Case_Adoption - UC_DFS_OCS_0240_Case_Guardianship - UC_DFS_OCS_0280_Case_CPRB - UC_DFS_OCS_0300_Case_Visitation - UC_DFS_OCS_0320_Case_ICPC Sending
34-8	FACTS II will generate specific court documents based upon information available in the system, such as: ex parte petitions, TPR petitions and summaries, and adoption petitions and summaries. (Note: court documents may vary across the three Delaware counties.)	Use Case Testing		across multiple Use Cases in DFS. Use Cases: <ul style="list-style-type: none"> - UC_DFS_CPR_0010_Substantiation-Petition Filed - UC_DFS_CPR_0020_Substantiation-Petition for Early Removal - UC_DFS_CPR_0030_Substantiation Non-CPR Appeals - UC_DFS_DOJ_0010_Petition Approval - UC_DFS_Investigations_0080_Custody - UC_DFS_Investigations_0110_Mixing - UC_DFS_OCS_0060_Case_Custody - UC_DFS_OCS_0090_Case_Mixing

Require #	Requirement Description	Requirement Status	Requirement Comment	Use Case(s) Reference/Comments
35-1	FACTS II will provide data entry for children who are charged, but who are not yet adjudicated and are not active with any other division.	Use Case Testing		Use Cases: - UC_DYRS_FC Liaison_0010_Intake - UC_DYRS_Assessment_0010_Assessment Unit Supervisor Assignment - UC_DYRS_Assessment_0020_Assessment Unit Worker Assignment and Updates - UC_DYRS_Detention_0010_Detention Intake - UC_DYRS_Detention_0020_Case Management Supervisor Assignment.
35-2	FACTS II will track compliance with conditions of community supervision and highlight areas of non-compliance, regardless of program or service.	Use Case Testing		Requirement in YRS Community applicable to all YRS Community Use Cases. Use Cases: - UC_DYRS_Community_0040_Supervisor Assignment Updates - UC_DYRS_Community_0050_Worker Assignment Updates - UC_DYRS_Community_0060_Regional Manager Updates - UC_DYRS_Community_0070_ICJ-incoming - UC_DYRS_Community_0080_ICJ-outgoing - UC_DYRS_Community_0090_ICPC
35-3	FACTS II will provide the verification of information during the community services intake of new and/or existing DSCYF cases for information in FACTS II as well as validation of data exchanged with external interfaces; for example: COTS and eSchool Plus.	Use Case Testing		Data Requirement for Community Services Intake. Use Cases: - UC_DYRS_Community_0040_Supervisor Assignment Updates - UC_DYRS_Community_0050_Worker Assignment Updates
35-4	FACTS II will generate and pre-fill specific forms for delinquency proceedings, such as: recommendation forms and violations of probation. (In some cases, providers will need the capability to initiate the generation of these forms.)	Use Case Testing		General Requirement to generate and prefill legal forms. Use Cases: - See Use Case List in Requirement 34-8.
35-5	FACTS II will track and record documentation related to pre- and post-adjudication proceedings, including disposition, court orders and reviews; alert users to upcoming events; and have the capability to associate the physical court documents to the record.	Use Case Testing		Document Management Requirement across many Use Cases. Use Cases: - See Use Cases listed under Requirement 7-3.
36-1	FACTS II will have the capacity to track and report on state and division policy driven and statutory related activities (including access to services requirements and quality standards (e.g., Medicaid, CMH, child welfare requirements, SAMHSA)).	Need Specific Use Case	Schedule A - Final mapping of Technical requirements to Epics in the "Needs Specific Use Case" category will be finalized only after a complete mapping is accomplished as a deliverable by the Department in Sprint 0.	General Data and Reporting Requirement – related to many Use Cases across the board.
36-2	FACTS II will provide collecting and reporting AFCARS compliance data points (by child case, worker, supervisor, etc.) and provide the user with a mechanism to update/correct/complete data. Note: In all instances of federal reporting, FACTS II will provide all rules and procedures that are in effect at the time the functionality is scheduled to be implemented in FACTS II.	Use Case Testing		AFCARS Data Requirement (Federal) which relates across many Use Cases, which is extracted via the AFCARS Interface. Use Cases: AFCARS Data Collection: - See all Use Cases listed for Requirement 34-1 AFCARS Data Correction Use Cases: - UC_Interface_DSCYF_0400_AFCARS Foster Care Extract - UC_Interface_DSCYF_0410_AFCARS Adoption Extract - UC_Common_Data Maintenance_0010_Client Maintenance Activities - UC_Common_Data Maintenance_0020_Case Maintenance Activities - UC_Common_Data Maintenance_0030_Placement Activities - UC_Common_Data Maintenance_0040_Intake Maintenance Activities - UC_Common_Data Maintenance_0050_Admin-Miscellaneous Activities - UC_Common_Data Maintenance_0060_Event Maintenance
36-3	FACTS II will be HIPAA compliant and HIPAA enabling.	No Questions		General Requirement for HIPAA compliance, especially for PBHS.

Require #	Requirement Description	Requirement Status	Requirement Comment	Use Case(s) Reference/Comments
36-4	FACTS II will have the capacity to document all Medicaid requirements (including Psych. Under 21 and community services)	Use Case Testing		<p>General Requirement, especially for PBHS Services. This data is used for the Medicaid Cost recovery process.</p> <p>Use Cases:</p> <ul style="list-style-type: none"> - UC_DMSS_Eligibility_0040_Initial Foster Care Medicaid Application - UC_DMSS_Eligibility_0050_Foster Care Medicaid Redetermination - UC_DMSS_Cost Recovery_0010_Provider NPI-Tax Information - UC_DMSS_Cost Recovery_0020_Provider Medicaid Enrollment - UC_DMSS_Cost Recovery_0030_Provider Medicaid Services and Rates - UC_DMSS_Cost Recovery_0040_Provider Staff - UC_DMSS_Cost Recovery_0050_Medicaid Billing - UC_DMSS_Cost Recovery_0060_Denied Claims - UC_DMSS_Cost Recovery_0070_Void-Replace Claims - UC_DMSS_Cost Recovery_0080_Medicaid Revenue Reconciliation - UC_DMSS_Cost Recovery_0090_MCI Linking and Creating
36-5	FACTS II will provide the ability, based upon existing FACTS II data, to change quality assurance and compliance requirements as needed (within internal rules), without requiring additional programming (e.g. may add and/or change requirements to meet special contracts and grants, allowing for unique time limited data needs)	Use Case Testing		<p>Specific Requirement for configurable parameters for QA and monitoring capabilities. Use Cases:</p> <ul style="list-style-type: none"> - UC_DMSS_Contracts and Grants_0180_Provider-Contract Monitoring
36-6	FACTS II will provide compliance and quality assurance monitoring and reporting for vendors and contractors.	Use Case Testing		<p>Use Cases:</p> <ul style="list-style-type: none"> - UC_DMSS_Contracts and Grants_0180_Provider-Contract Monitoring - UC_DMSS_Contracts and Grants_0190_Provider-Corrective Action Plan - UC_DMSS_Contracts and Grants_0160_Provider Reportable Event Entry - UC_DPBHS_CTS_0050_Provider Incident Reports - UC_DPBHS_QA Unit_0020_Incident Reports
36-7	FACTS II will have the ability to measure compliance and quality performance with identified performance standards.	Use Case Testing		<p>General Requirement that may apply across the board for many Services across Divisions. Applies to many Use Cases across the board.</p> <p>Use Cases:</p> <ul style="list-style-type: none"> - UC_DMSS_Contracts and Grants_0180_Provider-Contract Monitoring - UC_DMSS_Contracts and Grants_0190_Provider-Corrective Action Plan - UC_DMSS_Contracts and Grants_0160_Provider Reportable Event Entry - UC_DPBHS_CTS_0050_Provider Incident Reports - UC_DPBHS_QA Unit_0020_Incident Reports
36-8	FACTS II will provide an edit check capability on key compliance and quality assurance documentation at time of data entry for line staff, with active links to make revisions as necessary and indicated.	No Questions		<p>Requirement for Data Validation at time of Data Entry for line staff. Applies to all use cases across the board.</p>
36-9	FACTS II will provide reportable event incident tracking, including automatic notifications, compliance, monitoring, and documentation. This functionality will be available to all divisions.	Use Case Testing		<p>Use Cases:</p> <ul style="list-style-type: none"> - UC_DMSS_Contracts and Grants_0160_Provider Reportable Event Entry - UC_DPBHS_CTS_0050_Provider Incident Reports - UC_DPBHS_QA Unit_0020_Incident Reports
36-10	FACTS II will provide quality assurance case/peer review functions. Some elements will be defined by program; others will be common across the department.	Use Case Testing		<p>Use Cases:</p> <ul style="list-style-type: none"> - UC_DFS_QA Review_0010_CAN Intake (screen-in_ screen-out) - UC_DFS_QA Review_0020_CAN Investigation - UC_DFS_QA Review_0030_Institutional Abuse Investigation - UC_DFS_QA Review_0040_Permanency - UC_DFS_QA Review_0050_Treatment - UC_DYRS_Directors Office_0070_Director's Office Review - UC_DYRS_Directors Office_0090_QA Review
36-11	FACTS II will provide the storage of the data required to monitor statutory, regulatory, contractual, and funding source compliance requirements (includes historical storage and retrieval as necessary).	No Questions		<p>General Data Requirement to capture all information for Compliance & QA measurements.</p>
36-12	FACTS II will allow users with appropriate authority to override business rules in the case of identified exceptions.	No Questions		<p>General System Data Entry Validation requirement applicable to any Use Case that requires any Validated Data entry.</p>
36-13	FACTS II will have the capacity to define and track an ad hoc population and collect necessary information on the ad hoc group.	Use Case Testing		<p>Requirement for Person Groups? Need to Confirm.</p> <p>Use Cases:</p> <ul style="list-style-type: none"> - UC_DYRS_FC Liaison_0020_Person Groups

Require #	Requirement Description	Requirement Status	Requirement Comment	Use Case(s) Reference/Comments
36-14	FACTS II will allow for ad hoc grouping that may be necessary for special assignments and projects.	Use Case Testing		Requirement for Person Groups? Need to Confirm. Use Cases: - UC_DYRS_FC Liaison_0020_Person Groups
36-15	FACTS II will provide the capability to collect and report on child or provider outcome data and compare with characteristics of other children who were successful with a given service.	Use Case Testing		Data relationship requirement to capture service outcomes data related to provider and child. Would apply across the board to provider service related Use Cases across Divisions. Use Cases: - UC_DFS_FC_0010_Recruitment Provider Creation - UC_DFS_FC_0020_Ongoing Provider Events - UC_DFS_FC_0030_Change of Status - UC_DFS_FC_0040_Supervisor Approvals - UC_DFS_FC_0050_Relative-Nonrelative Caregivers - UC_DFS_FC_0060_Change of Level - UC_DFS_FC_0070_Split
36-16	FACTS II will have the capacity of linking activities, identifying quantity of service, time, and costs for the purpose of determining service quality and outcomes.	Use Case Testing		Data requirement for service data. Would apply across the board to data recorded by all service related Use Cases across Divisions and also the Service Taxonomy. Use Cases: - UC_Common_User Maintenance_0070_DMSS Service Master Taxonomy Picklist Maintenance - UC_DFS_DOJ_0010_Petition Approval - UC_DFS_FC_0010_Recruitment Provider Creation - UC_DFS_FC_0020_Ongoing Provider Events - UC_DFS_FC_0030_Change of Status - UC_DFS_FC_0040_Supervisor Approvals - UC_DFS_FC_0050_Relative-Nonrelative Caregivers - UC_DFS_FC_0060_Change of Level
36-17	FACTS II will provide tracking and reporting on compliance with court orders and mandates	Use Case Testing		Requirement for tracking and reporting. Would apply to multiple Use cases that include Court processes, mostly DFS and YRS. Use Cases: - See all Use Cases Listed under Requirement 34-7.
36-18	FACTS II will provide a set of protocols to respond to (collect necessary information in a pre-determined format with redactions, etc.) inquiries and requests for review by outside entities (i.e. Family Court, Child Placement Review Board, Office of Child Advocate).	Use Case Testing		Requirement to respond to requests for information of many kinds, some requiring redaction, HIPAA requirements, etc.) Use Cases (Some of them): - UC_DPBHS_QA Unit_0010_Clinical Records Release - UC_DYRS_Directors Office_0080_QA Reports - UC_DYRS_FC Liaison_0070_Records Request - UC_Reports_MSR_0300_Redaction - Some of the 25 Use Case Reports - Ad Hoc reports
36-19	FACTS II will provide a capability for identifying quality assurance and compliance trends (both internal and external to the department) for policy development, training and staff development and contract management.	Use Case Testing		General Requirement for Quality Assurance & Compliance reporting for data recorded by all Services Use Cases. Use Cases: - Data captured by all Use Cases listed under Requirement 36-16.
36-20	FACTS II will provide the tracking and documentation of corrective action plans for providers, programs, and facilities to include activities completed to resolve issues, tracking of required time lines, and recording the results of the corrective action plan.	Use Case Testing		Use Cases: - UC_DMSS_Contracts and Grants_0190_Provider-Corrective Action Plan - UC_DFS_OCCL_0060_Enforcement Actions - UC_DFS_FC_0100_Standards Complaint - UC_DFS_OCCL_0055_Standards Complaint Investigation
36-21	FACTS II will guide, track, and document requests for, and the release of, any information covered by HIPAA requirements.	No Questions		General Requirement for HIPAA compliance, especially for PBHS.
36-22	FACTS II will have the capability of generating and tracking random samples of children, families, records, or other entities, e.g. for case reviews or customer satisfaction surveys.	Use Case Testing		General Requirement for random sample for surveys. One specific Random Survey defined below. Use Cases: - UC_DMSS_Random Moment_0010_Random Moment Time Sample Survey
37-1	FACTS II will provide provider data using common data elements and formats across divisions.	No Questions		General Data Requirement for provider data.

Require #	Requirement Description	Requirement Status	Requirement Comment	Use Case(s) Reference/Comments
				Many Intake Use Cases across the board across Divisions utilize referrals for their data input. Use Cases: - UC_DFS_Investigations_0090g_ICPC Received - UC_DFS_OCS_0320_Case_ICPC Sending - UC_DFS_Investigations_0090e_ICPC Sending - UC_DMSS_Interstate Compact_0050_ICPC Received - UC_DMSS_Interstate Compact_0010_ICAMA Received - UC_DMSS_Interstate Compact_0030_ICJ Received - UC_DPBHS_Programs_0010_CAS Intake Case Flow
37-2	FACTS II will generate electronic referrals to appropriate programs of all children being referred. In Support of SACWIS I.A1.(1)	Use Case Testing		
37-3	FACTS II will allow provider access to and automation of all provider records, whether or not provider is state or contractor managed, within confidentiality limits.	No Questions		General Data Access & Security requirement for external providers to the System.
37-4	FACTS II will allow workers to access all provider records and information and capabilities, whether or not provider is state or contractor managed, within confidentiality limits.	No Questions		General Data Access & Security requirement for external providers to the System.
37-5	FACTS II will allow for gate keeping of services to manage finite capacity and budget.	Use Case Testing		Budget and Capacity Control requirement for Services. Applies to Use Cases across the board for Services. Use Cases: - See All Services Use Cases listed in Requirement 27-15
37-6	FACTS II will provide a department wide, comprehensive resource directory, with standardized definitions of all direct and indirect services including levels of state run and contracted residential and non-residential care (currently the service master). There must be a link from the resource directory to contracts and contract amendments.	Use Case Testing		Data Relationship Requirement for Service Taxonomy. Use Cases: - UC_Common_User Maintenance_0070_DMSS Service Master Taxonomy Picklist Maintenance - UC_DMSS_Contracts and Grants_0100_Provider - Available Services - UC_DMSS_Contracts and Grants_0150_Provider - Inventory
37-7	FACTS II will provide access to a glossary of service terms, precisely describing services and service type characteristics, and provide a link directly to the resource directory contract.	Use Case Testing		Requirement for access to a glossary describing services. Use Cases: - UC_Common_User Maintenance_0070_DMSS Service Master Taxonomy Picklist Maintenance
37-8	FACTS II will provide the detailed level of identification of services, distinguishable by different types of services.	Use Case Testing		Data Relationship Requirement for Service Taxonomy. Use Cases: - UC_Common_User Maintenance_0070_DMSS Service Master Taxonomy Picklist Maintenance - UC_DMSS_Contracts and Grants_0100_Provider - Available Services - UC_DMSS_Contracts and Grants_0150_Provider - Inventory
37-9	FACTS II will provide a centralized inventory of all placement providers (to include out-of-state contractors) and clearly identify them as IV-E eligible/non-eligible settings, with flexibility to easily update the Federal versus non-federal status.	Use Case Testing		Provider Data Requirements to be included in Provider setup. Use Cases: - UC_DFS_FC_0010_Recruitment Provider Creation - UC_DMSS_Contracts and Grants_0080_Provider Creation - UC_DMSS_Contracts and Grants_0090_Provider Search - UC_DMSS_Contracts and Grants_0100_Provider - Available Services - UC_DMSS_Contracts and Grants_0130_NON-OCCL Provider License Entry - UC_DFS_FC_0030_Change of Status - UC_DFS_PrivateAgencyFC_0010_Create New Foster Parent - UC_DFS_PrivateAgencyFC_0050_Annual Approval
37-10	FACTS II will provide search functions and availability of all relevant and available services, both direct and indirect (i.e., contracted and non-contracted) as related to the service planning.	Use Case Testing		Data Relationship Requirement between Service Plan and available services. Applicable to all Use Cases that include Service Planning and selection of services, and relation to Service Taxonomy. Use Cases: - UC_Common_User Maintenance_0070_DMSS Service Master Taxonomy Picklist Maintenance - UC_DMSS_Contracts and Grants_0100_Provider - Available Services - UC_DMSS_Contracts and Grants_0150_Provider - Inventory - See All Service Planning Use Cases listed in Requirement 26-1

Require #	Requirement Description	Requirement Status	Requirement Comment	Use Case(s) Reference/Comments
37-11	FACTS II will allow assessments and service plans to filter the list of resources that provide identified division specific services.	Use Case Testing		Data view requirement of list of services from Assessment and Service Plan functionality. Applicable to all Use Cases that include Service Planning and Assessments. Use Cases: - See All Assessment Use Cases listed in Requirement 1-23 - See All Service Planning Use Cases listed in Requirement 26-1
37-12	FACTS II will provide the use of multiple filters when searching resources, only returning eligible providers that meet the client and/or family needs.	Use Case Testing		Provider Search requirement specific to selecting service needs Use Cases: - UC_Common_General Activities_0030_Provider Organization Search - UC_DFS_FC_0080_Provider Search - UC_DMSS_Contracts and Grants_0090_Provider Search
37-13	FACTS II must provide service utilization details from providers (e.g., HIPAA compliant Medicaid information exchange).	Use Case Testing		Service Data Requirement from Providers. Applicable to Use Cases where Service Data is recorded by Providers. Use Cases: - See All Provider Related Service Use Cases listed in Requirement 27-15
37-14	FACTS II will provide real-time tracking of program-funded service availability (i.e., capacity, current enrollment/census, number of referrals, waiting list, and date of next bed availability). SACWIS I.A1.(1)	Use Case Testing		Data Requirements related to Services. Applicable to Use Cases where Service availability data is required. Use Cases: - UC_Reports_MSR_0150_Licensed Facility Count and Capacity Report - UC_Reports_MSR_0160_Licensed Facility Statistical Report
37-15	FACTS II will provide multiple and flexible, rule-based levels of review and approval of service requests.	Use Case Testing		Requirement for Service Authorization, mostly for PBHS. Use Cases: - UC_DPBHS_Billing_0010_Agency Notifications Option 1 - UC_DPBHS_Billing_0010a_Agency Notifications Option 2 - UC_DPBHS_CSM_0120_Modify Service Authorization - UC_DPBHS_Crisis_0030_Authorization Flow - UC_DPBHS_CSM_0030_Authorization Flow
37-16	FACTS II will provide recording of requests, approvals and purchases of services across multiple funding sources.	Use Case Testing		General requirement of services, applies to the service request, authorization, and invoicing of services for Providers. Use Cases: - UC_DPBHS_Billing_0010_Agency Notifications Option 1 - UC_DPBHS_Billing_0010a_Agency Notifications Option 2 - UC_DPBHS_Billing_0020_Contracted Residential Invoice - UC_DPBHS_Billing_0030_Contracted Non-Residential Invoice - UC_DPBHS_Billing_0040_Demand Payment - UC_DPBHS_CSM_0120_Modify Service Authorization - UC_DPBHS_Crisis_0030_Authorization Flow
37-17	FACTS II will provide verification of units of services received versus billed.	Use Case Testing		Requirement for verification of Services vs billed. Use Cases: - UC_DPBHS_Billing_0020_Contracted Residential Invoice - UC_DPBHS_Billing_0030_Contracted Non-Residential Invoice - UC_DPBHS_Billing_0040_Demand Payment - UC_DMSS_Contracts and Grants_0040_AP Contracted Residential Invoice - UC_DMSS_Contracts and Grants_0050_AP Contracted Non-Residential Invoice - UC_DMSS_Contracts and Grants_0070_AP Payment Status - UC_DMSS_Finance_0010_PBHS Provider Payment
37-18	FACTS II will provide for the in-house maintenance of the resource directory.	Use Case Testing		Requirement of Service Taxonomy. Use Cases: - UC_Common_User Maintenance_0070_DMSS Service Master Taxonomy Picklist Maintenance - UC_DMSS_Contracts and Grants_0100_Provider - Available Services - UC_DMSS_Contracts and Grants_0150_Provider - Inventory
37-19	FACTS II will provide notification to appropriate staff of significant changes to resources including beginning, stopping, suspensions, etc.	Use Case Testing		Service monitoring processes. Would occur within Use Cases related to providing services, across the Divisions. Use Cases: - See All Services Use Cases listed in Requirement 27-15

Require #	Requirement Description	Requirement Status	Requirement Comment	Use Case(s) Reference/Comments
37-20	FACTS II will provide provider and FACTS II census reconciliation.	Use Case Testing		Requirement for Census data reconciliation process with provider. Use Cases: - UC_Reports_MSR_0150_Licensed Facility Count and Capacity Report - UC_Reports_MSR_0160_Licensed Facility Statistical Report - UC_Reports_MSR_0230_Room Roster Report
37-21	FACTS II will indicate a provider foster care setting or service type.	Use Case Testing		Requirement of Service Taxonomy. Use Cases: - UC_Common_User Maintenance_0070_DMSS Service Master Taxonomy Picklist Maintenance - UC_DMSS_Contracts and Grants_0100_Provider - Available Services - UC_DMSS_Contracts and Grants_0150_Provider - Inventory
37-22	FACTS II will provide automatic case attributes and event workflows when certain events occur.	Use Case Testing		Service monitoring processes where workflow would initiate withing Use Cases across the board related to Services. Use Cases: - See All Services Use Cases listed in Requirement 27-15
37-23	FACTS II will provide unique provider or service types and relationships (e.g., relative, non-relative, pre-adoptive, Div. of Developmental Disabilities Services).	Use Case Testing		Data and Data Relationship Requirement between provider, service types, relationships. Applies to Provider Setup & Maintenance Use Cases. Use Cases: - UC_DFS_FC_0010_Recruitment Provider Creation - UC_DFS_FC_0020_Ongoing Provider Events - UC_DFS_FC_0030_Change of Status - UC_DFS_FC_0050_Relative-Nonrelative Caregivers - UC_DFS_FC_0060_Change of Level - UC_DFS_FC_0070_Split
37-24	FACTS II will record contract "Dimensions" ratings (levels of restrictiveness, supervision, staffing) and upgrades to qualifications as applicable to licensure and approval of entities.	Use Case Testing		Data Requirement for Contract and Licensing functionality. Use Cases: - UC_DMSS_Contracts and Grants_0030_Contracts-Non Contracted Agreements - UC_DMSS_Contracts and Grants_0110_Contract Amendment - UC_DMSS_Contracts and Grants_0150_Provider - Inventory - UC_DFS_OCCL_0020_Approve a New Provider.docx - UC_DFS_OCCL_0040_Issue a License - UC_DMSS_Contracts and Grants_0130_NON-OCCL Provider License Entry
37-25	FACTS II will provide mixing information (demographic and presenting problems) using data from the census when searching and selecting providers for placement, consistent with state law.	Use Case Testing		Requirement for Placement in a Mixing Situation and relationship to census data. Use Cases: - UC_DFS_Investigations_0110_Mixing - UC_DFS_OCS_0090_Case Mixing - UC_DMSS_Mixing_0010_Mixing - UC_DPBHS_CSM_0070_Mixing - UC_DYRS_FC_Liaison_0060_Mixing - UC_Reports_MSR_0230_Room Roster Report - UC_Reports_MSR_0150_Licensed Facility Count and Capacity Report - UC_Reports_MSR_0160_Licensed Facility Statistical Report
37-26	FACTS II will require providers to enter attendance, progress reports, billing data, and case-specific deliverables (e.g. psych reports, plan for child in care). The method for provider access may be via a secure web portal or direct access to the application.	No Questions		Data and Capability Requirements for Providers across the board providing Services.
38-1	FACTS II will fully support DELACARE licensing standards; record compliance requirements, provide alerts to the contract and licensing staff, and support the recording, collecting and appropriate dissemination of criminal histories for all child connected staff. asFACTS II will fully support DELACARE licensing standards; record compliance requirements, provide alerts to the contract and licensing staff, and support the recording, collecting and appropriate dissemination of criminal histories for all child connected staff.	Use Case Testing		General Requirement for Contractor Staff and licensing compliance. Use Cases: - UC_DFS_OCCL_0010_Create a New Provider Entity - UC_DFS_PrivateAgencyFC_0010_Create New Foster Parent - UC_DMSS_Contracts and Grants_0080_Provider Creation - UC_DFS_PrivateAgencyFC_0010_Create New Foster Parent - UC_DFS_FC_0010_Recruitment Provider Creation - UC_DMSS_Contracts and Grants_0170_Provider Staff-Persons Entry - UC_DFS_OCCL_0020_Approve a New Provider - UC_DFS_OCCL_0040_Issue a License - UC_DMSS_Contracts and Grants_0130_NON-OCCL Provider License Entry

Require #	Requirement Description	Requirement Status	Requirement Comment	Use Case(s) Reference/Comments
38-2	FACTS II will maintain an updated and current list of services and licenses (credentialing).	Use Case Testing		<p>General Requirement for List of Services & Licenses for providers.</p> <p>Use Cases:</p> <ul style="list-style-type: none"> - UC_Common_User Maintenance_0070_DMSS Service Master Taxonomy Picklist Maintenance - UC_DFS_OCCL_0040_Issue a License - UC_DMSS_Contracts and Grants_0130_NON-OCCL Provider License Entry - UC_DMSS_Contracts and Grants_0100_Provider - Available Services - UC_DMSS_Contracts and Grants_0150_Provider - Inventory
38-3	FACTS II will unify/simplify the capture and sharing of licensing, credentialing, and approval of entities and will provide the capture of licensure and other pertinent information (like accreditation and legal) for in-state and out of state facilities.	Use Case Testing		<p>General Requirement for Licensing, credentialing, and approval of entities.</p> <p>Use Cases:</p> <ul style="list-style-type: none"> - UC_DFS_OCCL_0010_Create a New Provider Entity - UC_DFS_PrivateAgencyFC_0010_Create New Foster Parent - UC_DMSS_Contracts and Grants_0080_Provider Creation - UC_DFS_PrivateAgencyFC_0010_Create New Foster Parent - UC_DFS_FC_0010_Recruitment Provider Creation - UC_DMSS_Contracts and Grants_0170_Provider Staff-Persons Entry - UC_DFS_OCCL_0020 Approve a New Provider - UC_DFS_OCCL_0040_Issue a License - UC_DMSS_Contracts and Grants_0130_NON-OCCL Provider License Entry
38-4	FACTS II will provide an indicator providing network/contract and non-contract providers (network language specific to DPBH).	Use Case Testing		<p>Specific Data Requirement for Provider data entry.</p> <p>Use Cases:</p> <ul style="list-style-type: none"> - UC_DFS_PrivateAgencyFC_0010_Create New Foster Parent - UC_DMSS_Contracts and Grants_0080_Provider Creation - UC_DFS_PrivateAgencyFC_0010_Create New Foster Parent - UC_DFS_FC_0010_Recruitment Provider Creation - UC_DMSS_Contracts and Grants_0170_Provider Staff-Persons Entry - UC_Common_User Maintenance_0070_DMSS Service Master Taxonomy Picklist Maintenance
38-5	FACTS II will ensure that when a provider name changes in one component of the system, it is changed throughout, when required.	No Questions		<p>Data Relationship Requirement for Provider name changes. Would apply to Use Cases where a Provider name is changed.</p> <p>Use Cases:</p> <ul style="list-style-type: none"> - UC_DFS_PrivateAgencyFC_0010_Create New Foster Parent - UC_DMSS_Contracts and Grants_0080_Provider Creation - UC_DFS_PrivateAgencyFC_0010_Create New Foster Parent - UC_DFS_FC_0010_Recruitment Provider Creation - UC_Common_User Maintenance_0070_DMSS Service Master Taxonomy Picklist Maintenance
38-6	FACTS II must support notification of critical events to workers, program managers, fiscal staff, and other assigned staff of all children in the setting.	No Questions		<p>Notification Requirement to providers for any Use Case deemed to have a critical event. Would be across many Use Cases across any Division.</p>
38-7	FACTS II will allow service providers to access and/or to exchange data with, in various manners compliant with Federal electronic health record regulations, the system in order to record information associated with service provision and monitoring (e.g. referrals, notes, treatment plans, critical incidents, attendance, etc.).	No Questions	Yes. The State intends to give external providers access to FACTS II. For the "exchange data" if there are any additional interfaces needed, they will already be included in the overall interfaces epics	<p>General access requirement for Providers in order to perform Services with the State. This would cross many Use Cases across the board for the different types of data mentioned here including Intake, Service Plans, Incidents, Services, etc.).</p>
38-8	FACTS II will allow vendors and contractors to have an ongoing view of compliance and quality assurance for their specific contract requirements and drill down to details regarding each requirement.	Use Case Testing		<p>Specific data view Requirement for Providers to access Compliance and Quality assurance information for their Contract.</p> <p>Use Cases</p> <ul style="list-style-type: none"> - UC_DMSS_Contracts and Grants_0180_Provider-Contract Monitoring - UC_DMSS_Contracts and Grants_0190_Provider-Corrective Action Plan
38-9	FACTS II will support real-time standardized incident reporting and information sharing including reports on children under DSCYF supervision.	Use Case Testing		<p>Use Cases:</p> <ul style="list-style-type: none"> - UC_DFS_IA_0010_Review New Assignment - UC_DFS_IA_0020_Initial Interview-Diligent Effort Completed - UC_DFS_IA_0030_Background Checks - UC_DFS_IA_0040_Provider Safety Assessment - UC_DFS_IA_0050a_Household - For IA Provider Family Safety - UC_DFS_IA_0050b_Provider Family Safety Assessment

Require #	Requirement Description	Requirement Status	Requirement Comment	Use Case(s) Reference/Comments
38-10	FACTS II will be able to notify workers (and others as needed) of potential contractor/vendor red flags at time of service planning. Workers should also be alerted to positive changes (e.g., addition of Spanish-speaking staff).	Use Case Testing		Specific notification requirement based on provider data values at the time of Service Planning. Would relate to Use Cases across the board related to Service Planning for across all Divisions. Use Cases: - See All Service Planning Use Cases listed in Requirement 26-1
38-11	FACTS II will be capable of recording inquiries regarding becoming a licensed child care provider or other resource.	Use Case Testing		Use Cases: - UC_DFS_OCCL_0010_Create a New Provider Entity - UC_DFS_FC_0010_Recruitment Provider Creation
38-12	FACTS II will include individual staff and their credentialing information (with limited access as appropriate for providers to enter directly).	Use Case Testing		Requirement to include Provider Staff in the System. Use Cases: - UC_DFS_FC_0010_Recruitment Provider Creation - UC_DFS_OCCL_0010_Create a New Provider Entity - UC_DMSS_Contracts and Grants_0170_Provider Staff-Persons Entry - UC_DMSS_Cost Recovery_0040_Provider Staff
38-13	FACTS II will provide a cross reference for common AKAs or nicknames of resources against the licensed contract name of the resources to facilitate searching.	Use Case Testing		Data Requirement for Provider Staff entry. Use Cases: - UC_DFS_FC_0010_Recruitment Provider Creation - UC_DFS_OCCL_0010_Create a New Provider Entity - UC_DMSS_Contracts and Grants_0170_Provider Staff-Persons Entry - UC_DMSS_Cost Recovery_0040_Provider Staff
38-14	FACTS II will provide the capacity to capture data from assessments completed by providers and provide capability for department staff to rate quality.	Use Case Testing		Use Cases where Assessments are performed by Providers and staff reviews them. Would be across the board. Use Cases: - See All Assessment Use Cases listed in Requirement 1-23
38-15	FACTS II will provide recording of all provider contact schedule monitoring, licensing actions and facility visitation information.	Use Case Testing		where a contact takes place for Foster Care, Contracted/Non-Contracted, and OCCL Providers. Use Cases: - UC_DFS_Investigations_0090d_Placement_Adding a Provider_Relative Nonrelative - UC_DFS_OCS_0070d_Placement_Adding a Provider_Relative Nonrelative - UC_DFS_FC_0010_Recruitment Provider Creation - UC_DFS_FC_0020_Ongoing Provider Events - UC_DFS_FC_0030_Change of Status - UC_DFS_FC_0050_Relative-Nonrelative Caregivers - UC_DFS_FC_0060_Change of Level
38-16	FACTS II will provide a Training Management Module including: master list of courses/trainings, schedules, the ability to alert DSCYF staff to monitor required trainings for resources/providers (annual and/or mandatory) rosters,	Use Case Testing		General Requirement for tracking training activities for providers and others. Use Cases: - UC_DFS_FC_0010_Recruitment Provider Creation
38-17	FACTS II will record the type of facility (example Juvenile Justice, Medical, Psych under 21) if facility is not a foster care facility. (Cost recovery)	Use Case Testing		Specific Data Requirement for Non-Foster Care Provider. Use Cases: - UC_DMSS_Cost Recovery_0020_Provider Medicaid Enrollment - UC_DMSS_Cost Recovery_0030_Provider Medicaid Services and Rates - UC_DMSS_Contracts and Grants_0080_Provider Creation - UC_Common_User Maintenance_0020_Organizational Structure Maintenance
38-18	FACTS II will record specific information identifying which facilities provide Foster Care (as defined in 45 CFR1355.20), which are approved or licensed, and which are Medicaid or IV-E reimbursable (Cost recovery), identifying the Medicaid service, and AFCARS reportable.	Use Case Testing		Specific Data requirements for Foster Care facilities Use Cases: - UC_DFS_FC_0010_Recruitment Provider Creation - UC_DFS_OCCL_0010_Create a New Provider Entity - UC_DFS_OCCL_0020_Approve a New Provider - UC_DFS_OCCL_0040_Issue a License - UC_DMSS_Cost Recovery_0020_Provider Medicaid Enrollment - UC_DMSS_Cost Recovery_0030_Provider Medicaid Services and Rates
38-19	FACTS II will provide crosswalk between an entity (foster parents, child care licensed facilities and other state facilities) and any DSCYF Program which might facilitate standard investigations of licensed facilities involved in complaints, findings, institutional abuse, etc.	Use Case Testing		Data Relationship Requirement between provider and complaints investigation findings. Use Cases: - UC_DFS_IA_0100_Findings - UC_DFS_FC_0100_Standards Complaint - UC_DFS_OCCL_0055_Standards Complaint Investigation - UC_DPBHS_CTS_0050_Provider Incident Reports

Require #	Requirement Description	Requirement Status	Requirement Comment	Use Case(s) Reference/Comments
38-20	FACTS II will allow for documentation of shared funding agreements and prevent duplicate service authorizations across Divisions and funding sources.	Use Case Testing		Use Cases: - UC_DMSS_Finance_0010_PBHS Provider Payment - UC_DPBHS_CSM_0110_Joint Funded Referral MULTI DIV - UC_DMSS_Contracts and Grants_0040_AP Contracted Residential Invoice - UC_DPBHS_CSM_0030_Authorization Flow - UC_DPBHS_Crisis_0030_Authorization Flow
39-1	FACTS II will track orientation/informational meeting attendance and application return.	Use Case Testing		Use Cases: - UC_DFS_FC_0010_Recruitment Provider Creation
39-2	FACTS II will automatically generate invitation letter and appropriate information packet, tracking dates of response to inquiries for potential foster parent recruitment.	Use Case Testing		Use Cases: - UC_DFS_FC_0010_Recruitment Provider Creation
39-3	FACTS II will track the steps of the foster and adoptive parent recruitment process, including the referral source.	Use Case Testing		Use Cases: - UC_DFS_FC_0010_Recruitment Provider Creation
39-4	FACTS II will track reasons why potential foster/adoptive parents drop out.	Use Case Testing		Use Cases: - UC_DFS_FC_0010_Recruitment Provider Creation
39-5	FACTS II will capture and generate agreements that contain the established services that will be provided by both the foster/adoptive parents and the state.	Use Case Testing		Use Cases: - UC_DFS_FC_0010_Recruitment Provider Creation
39-6	FACTS II will provide the documentation of the approval process and standards (i.e. home study, background screening, health, fire, etc.).	Use Case Testing		Use Cases: - UC_DFS_FC_0010_Recruitment Provider Creation
39-7	FACTS II will provide an on-line home-study format to be used by state and private agencies that satisfies Office of Child Care Licensing (DELACARE). This format will have the ability to pre-populate known fields from the FACTS II database.	Use Case Testing		Use Cases: - UC_DFS_FC_0010_Recruitment Provider Creation
39-8	FACTS II will track approval process and key information of non-state agencies (meeting DELACARE standards). Take existing FACTS registration form that is currently faxed into DFS and make it available to complete on line by non-state agencies. Clarify the effective date. Continue current tracking of state process in FACTS.	Use Case Testing		Use Cases: - UC_DFS_FC_0010_Recruitment Provider Creation
39-9	FACTS II will provide criminal history unit functions pertaining to background checks, suitability determinations, and ongoing criminal activity and child maltreatment reports, consistent with confidentiality requirements.	Use Case Testing		Use Cases: - UC_DFS_FC_0010_Recruitment Provider Creation - UC_DFS_CHU_0020_Criminal History Search - UC_DFS_CHU_0030_Criminal History Background Check Entry-Update - UC_DFS_IA_0100_Findings
39-10	FACTS II will provide approval process for foster care payments including Governor's Task Force (GTF) payments at various levels, with the ability to make exceptions to agreements manually.	Use Case Testing		Use Cases: - UC_DMSS_Finance_0210_Foster Care and Adoption Board
39-11	FACTS II will track standards violations/complaints in addition to abuse/neglect (i.e., standards/regulations).	Use Case Testing		Use Cases: - UC_DFS_FC_0100_Standards Complaint
39-12	FACTS II will provide an electronic transfer of information and photos to the adoption exchange if available.	Need Specific Use Case	Schedule A - Final mapping of Technical requirements to Epics in the "Needs Specific Use Case" category will be finalized only after a complete mapping is accomplished as a deliverable by the Department in Sprint 0.	Electronic Data Transfer Requirement for Foster Care Data
39-13	FACTS II will maintain, for foster parents, current enrollment, attendance, calendar (within specified date ranges), and training tracking system per person.	Use Case Testing		Use Cases: - UC_DFS_FC_0010_Recruitment Provider Creation
39-14	FACTS II will provide searches of foster homes that identify a level of care and the capacity/census/vacancies (and other appropriate criteria) to facilitate matching for placement.	Use Case Testing		Use Cases: - UC_DFS_FC_0110_Request PreScreening Event
39-15	FACTS II will provide the identification of foster/adoptive caretakers who are also relatives of a child.	Use Case Testing		Use Cases: - UC_DFS_Investigations_0090d_Placement_Adding a Provider_Relative Nonrelative - UC_DFS_OCS_0070d_Placement_Adding a Provider_Relative Nonrelative

Require #	Requirement Description	Requirement Status	Requirement Comment	Use Case(s) Reference/Comments
39-16	FACTS II will provide a linkage between pre and post adoption case records that connects the information according to AFCARS requirements (e.g., placement history, medical history, etc).	Use Case Testing		Requirement for Case Data Relationship between Pre and post-adoption data to fulfill AFCARS requirements. Use Cases: - See all Use Cases listed in Requirement 34-1
39-17	FACTS II will support the subsidy assistance, renewal and agreement processes.	Use Case Testing		Use Cases: - UC_DFS_Adoption Subsidy_0010_Initial Agreement - UC_DFS_Adoption Subsidy_0020_Renewal Agreement - UC_DFS_Adoption Subsidy_0040_Close PI - UC_DFS_Guardianship Subsidy_0050_Initial Agreement - UC_DFS_Guardianship Subsidy_0060_Update Renewal Agreement - UC_DFS_Guardianship Subsidy_0070_Close PI
40-1	FACTS II will contain a Contracts Management module to track routing, approvals and the progress/status of RFPs, Waiver to issue RFP (for sole source,) Invitation To Bid (ITB), etc. processes to identify what stage in the process has been completed or is yet to be done. The Contracts Management Module will provide information (on-line views) of the RFP schedule, processing, tracking, including business rules governing payment amounts. It will include the capability of recording all potential vendors who attend a Bidder's Conference in response to an RFP. The module will be viewable by all DSCYF staff, and by providers with appropriate clearance and will link the RFP to the finalized contract/services.	Use Case Testing		Use Cases: - UC_DMSS_Contracts and Grants_0020_RFP Entry
40-2	FACTS II will provide an automated contract development process to produce the contract and all supporting attachments (boiler plate, amendments, budgets etc.) with full view, search capacity, export e-mail, print, etc. and to track routing and contract approval process.	Use Case Testing		Use Cases: - UC_DMSS_Contracts and Grants_0030_Contracts-Non Contracted Agreements - UC_DMSS_Contracts and Grants_0110_Contract Amendment - UC_DMSS_Contracts and Grants_0120_Approvals Recorded
40-3	FACTS II will provide a prompt for the automated activation of approved contracts/non-contract agreements on specified start dates and deactivate expired contracts on specified end dates. Notifications will be sent to involved parties.	Use Case Testing		Use Cases: - UC_DMSS_Contracts and Grants_0180_Provider-Contract Monitoring
40-4	FACTS II will provide the maintenance of a detailed historical summary of all executed contracts, including the reasons for contract termination, a history of corrective actions, aliases, and remedies.	Use Case Testing		Data Retention Requirement for Contracts, which would apply to many Contract Management Use Cases. Use Cases: - UC_DMSS_Contracts and Grants_0030_Contracts-Non Contracted Agreements - UC_DMSS_Contracts and Grants_0110_Contract Amendment - UC_DMSS_Contracts and Grants_0120_Approvals Recorded - UC_DMSS_Contracts and Grants_0180_Provider-Contract Monitoring - UC_DMSS_Contracts and Grants_0190_Provider-Corrective Action Plan
40-5	FACTS II will provide a contract monitoring function that includes documentation and differentiation of monitoring activities related to services/ rates/requirements, performance, corrective actions (responses), incident reports, reason for termination, etc.	Use Case Testing		Use Cases: - UC_DMSS_Contracts and Grants_0180_Provider-Contract Monitoring - UC_DMSS_Contracts and Grants_0190_Provider-Corrective Action Plan

Require #	Requirement Description	Requirement Status	Requirement Comment	Use Case(s) Reference/Comments
40-6	FACTS II will provide functionality to manage, including start and stop dates, corporate entities, subsidiaries, locations, personnel credentials, contracts, aliases and their associations.	Use Case Testing		Use Cases: - UC_DMSS_Contracts and Grants_0030_Contracts-Non Contracted Agreements - UC_DMSS_Contracts and Grants_0080_Provider Creation - UC_DMSS_Contracts and Grants_0090_Provider Search - UC_DMSS_Contracts and Grants_0100_Provider - Available Services - UC_DMSS_Contracts and Grants_0110_Contract Amendment - UC_DMSS_Contracts and Grants_0120_Approvals Recorded - UC_DMSS_Contracts and Grants_0130_NON-OCCL Provider License Entry - UC_DMSS_Contracts and Grants_0140_Provider - Contact Notes - UC_DMSS_Contracts and Grants_0150_Provider - Inventory - UC_DMSS_Contracts and Grants_0160_Provider Reportable Event Entry - UC_DMSS_Contracts and Grants_0170_Provider Staff-Persons Entry - UC_DMSS_Contracts and Grants_0180_Provider-Contract Monitoring - UC_DMSS_Contracts and Grants_0190_Provider-Corrective Action Plan
40-7	FACTS II will provide the preparation and ongoing monitoring of various types of contracts (including all foster parent agreements and adoption assistance agreements) and payment types (i.e., line item, line item/per diem, purchase of service, etc.).	Use Case Testing		Requirement for Specific types of contracts. Includes all Use Cases from Requirement 40-6. Use Cases: - See all Use Cases from Requirement 40-6.
40-8	FACTS II will provide all agreement types: non-contract agreements; client services/direct service contracts; consultant; non-direct; non-contracted state-run facilities.	Use Case Testing		Requirement for Specific types of contracts. Includes all Use Cases from Requirement 40-6. Use Cases: - See all Use Cases from Requirement 40-6.
40-9	FACTS II will capture all licensure/certificatioccreditation/taxonomy information on all service contracts and/or entities.	Use Case Testing		Requirement for Specific types of contracts. Includes all Use Cases from Requirement 40-6. Use Cases: - See all Use Cases from Requirement 40-6.
40-10	FACTS II will provide various methods of invoicing by vendors (i.e., electronic, Foster Care Board run, or manual).	Use Case Testing		Use Cases: - UC_DMSS_Contracts and Grants_0040_AP Contracted Residential Invoice - UC_DMSS_Contracts and Grants_0050_AP Contracted Non-Residential Invoice - UC_DMSS_Contracts and Grants_0060_AP Demand Payment - UC_DMSS_Contracts and Grants_0070_AP Payment Status - UC_DFS_IL_0080_IL Provider Create-Approve-Submit Invoice - UC_DFS_PrivateAgencyFC_0060_Invoicing - UC_DPBHS_Billing_0010_Agency Notifications Option 1 - UC_DPBHS_Billing_0010a_Agency Notifications Option 2 - UC_DPBHS_Billing_0020_Contracted Residential Invoice - UC_DPBHS_Billing_0030_Contracted Non-Residential Invoice - UC_DPBHS_Billing_0040_Demand Payment - UC_DPBHS_Billing_0050_Payment Status - UC_DMSS_Finance_0210_Foster Care and Adoption Board
40-11	FACTS II will provide electronic submissions of responses to RFPs.	Use Case Testing		Use Cases: - UC_DMSS_Contracts and Grants_0020_RFP Entry
40-12	FACTS II will provide payment processing and service data entry on inactive contracts for services provided during the active contract period, provided the contract was previously active.	Use Case Testing		Data Requirement for Contract Entry. Includes all Use Cases from Requirement 40-10. Use Cases: - See all Use Cases from Requirement 40-10
40-13	FACTS II will provide an entity search by contract number.	Use Case Testing		Requirement to search for Contracts. Similar to Requirement 3-1 except for contracts. Use Cases: - See all Use Cases from Requirement 3-1
40-14	FACTS II will provide search functionality within specific contract documents, such as MSWord "Find" "Key Word" functionality, as well as searching for a type of contract or service.	Use Case Testing		Requirement to search within Contracts. Similar to Requirement 3-1 except for contracts. Use Cases: - See all Use Cases from Requirement 3-1
40-15	FACTS II will require that the registered provider name, including facility, must match and associate the name on contract/License/agreement/contract #/SSN/Tax ID.	Use Case Testing		Specific Data Relationship Requirement between Provider data and Contract. Related to Provider Use Cases under Requirement 40-6. Use Cases: See all Use Cases from Requirement 40-6

Require #	Requirement Description	Requirement Status	Requirement Comment	Use Case(s) Reference/Comments
40-16	FACTS II will provide a link between vendor service record in the payment module and licensing section to verify the licensure for services provided is appropriate and active. If licensure and service do not match payment with Client Trust Account Funds and/or IV-E funds will not be allowed. The system would make payment with State funds.	Use Case Testing		Specific Data Relationship and Payment Business Rules requirement. Related Use Cases are across Provider, Invoicing, and Financial Payment Use Cases. Use Cases: - UC_DMSS_Contracts and Grants_0030_Contracts-Non Contracted Agreements - UC_DMSS_Contracts and Grants_0080_Provider Creation - UC_DMSS_Contracts and Grants_0100_Provider - Available Services - UC_DMSS_Contracts and Grants_0130_NON-OCCL Provider License Entry - UC_Common_User Maintenance_0070_DMSS Service Master Taxonomy Picklist Maintenance - UC_DMSS_Finance_0020_DFS Client Trust Account Deposits - UC_DMSS_Finance_0010_DPBHS Provider Payment - UC_DMSS_Finance_0030_DFS Residential Services Invoice - UC_DMSS_Finance_0040_DFS Recodes
40-17	FACTS II will provide the storage of one or more email addresses for providers that can be used to generate a new email addressed to the provider, via an interface with the State's email system.	Use Case Testing		Specific Data Requirement and email to provider capability. Use Cases: - UC_DFS_FC_0010_Recruitment Provider Creation - UC_DMSS_Contracts and Grants_0080_Provider Creation - UC_DFS_PrivateAgencyFC_0010_Create New Foster Parent - UC_DFS_OCCL_0010_Create a New Provider Entity
40-18	FACTS II will provide maintenance capability to the tables of providers and related tables such that duplicate providers can easily be removed by DSCYF staff. FACTS II will provide maintenance of contract management database tables by authorized DSCYF staff.	Use Case Testing		Specific Data Maintenance Capability for Provider and Contract data. Applies to Provider and Contracts Use Cases. Use Cases: - UC_DFS_FC_0010_Recruitment Provider Creation - UC_DFS_FC_0020_Ongoing Provider Events - UC_DMSS_Contracts and Grants_0080_Provider Creation - UC_DFS_PrivateAgencyFC_0010_Create New Foster Parent - UC_DFS_OCCL_0010_Create a New Provider Entity - UC_DMSS_Contracts and Grants_0030_Contracts-Non Contracted Agreements - UC_DMSS_Contracts and Grants_0110_Contract Amendment
40-19	FACTS II will provide automated contract update for renewal or separate contract with same vendor. This will include updating headers, footers, and other relevant information (Event copy with edit features for all contract docs.).	Use Case Testing		Use Cases: - UC_DMSS_Contracts and Grants_0030_Contracts-Non Contracted Agreements
40-20	FACTS II will be able to store an electronic copy of the contract signature page as well as the ability to print a paper copy of the contract signature page.	Use Case Testing		Document Management Requirement for Contracts. Use Cases: - UC_DMSS_Contracts and Grants_0030_Contracts-Non Contracted Agreements - UC_DMSS_Contracts and Grants_0110_Contract Amendment - UC_DMSS_Contracts and Grants_0120_Approvals Recorded
40-21	FACTS II will provide the capability to record and maintain data for contracted equipment such as electronic monitoring devices	Use Case Testing		Data Requirement for Contracts: Use Cases: - UC_DMSS_Contracts and Grants_0150_Provider - Inventory
41-1	FACTS II will provide direct client cost accounting that will provide output which will be transferred to BI for rate setting.	Use Case Testing		General Requirement for Financial data Reporting. Applies to all Use Cases related to Finance. Use Cases: - UC_DMSS_Finance_0010_DPBHS Provider Payment - UC_DMSS_Finance_0020_DFS Client Trust Account Deposits - UC_DMSS_Finance_0030_DFS Residential Services Invoice - UC_DMSS_Finance_0040_DFS RECODES - UC_DMSS_Finance_0050_Posting Interest to DFS Trust Accounts - UC_DMSS_Finance_0060_SSI-SSA Representative Payee Reports - UC_DMSS_Finance_0070_Trust Funds Balance Report - UC_DMSS_Finance_0080_Monthly YRS Trust Payroll

Require #	Requirement Description	Requirement Status	Requirement Comment	Use Case(s) Reference/Comments
41-2	FACTS II will have an integrated procurement and client payment processing system that connects the client-specific requisitions, authorizations, payables, vouchers, and services delivered.	Use Case Testing		<p>General Requirement for Payment Processing. Applies to multiple Invoicing and Financial Use Cases.</p> <p>Use Cases:</p> <ul style="list-style-type: none"> - UC_Common_User Maintenance_0070_DMSS Service Master Taxonomy Picklist Maintenance - UC_DPBHS_Billing_0010_Agency Notifications Option 1 - UC_DPBHS_Billing_0010a_Agency Notifications Option 2 - UC_DPBHS_CSM_0120_Modify Service Authorization - UC_DPBHS_Crisis_0030_Authorization Flow - UC_DPBHS_CSM_0030_Authorization Flow - UC_DPBHS_Billing_0020_Contracted Residential Invoice - UC_DPBHS_Billing_0030_Contracted Non-Residential Invoice - UC_DPBHS_Billing_0040_Demand Payment - UC_DMSS_Finance_0010_PBHS Provider Payment - UC_DMSS_Finance_0030_DFS Residential Services Invoice - UC_DMSS_Finance_0120_Demand Payments - UC_DFS_PrivateAgencyFC_0060_Invoicing - UC_DFS_IL_0080_IL Provider Create-Approve-Submit Invoice <p>- Also See all Financial Use Cases in Requirement 41-1</p>
41-3	FACTS II will be able to account for non-contract expenditures at the local level.	Use Case Testing		<p>Use Cases:</p> <ul style="list-style-type: none"> - UC_DFS_Investigations_0100_Demand Payment - UC_DFS_OCS_0310_Case_Demand Payment - UC_DMSS_Contracts and Grants_0060_AP Demand Payment - UC_DMSS_Finance_0120_Demand Payments - UC_DPBHS_Billing_0040_Demand Payment - UC_DPBHS_CSM_0090_Flex Funding
41-4	FACTS II must support manual overrides of service authorizations and payments, and allow for the documenting of the override.	Use Case Testing		<p>Requirement of overrides of Service Authorizations and Payments. Applies to Service Authorization and Financial Payment Use Cases.</p> <p>Use Cases:</p> <ul style="list-style-type: none"> - See all Use Cases listed under Requirement 41-2
41-5	FACTS II will provide recording and authorization of non-automated billing.	Use Case Testing		<p>Requirement to process manual provider invoices.</p> <p>Use Cases:</p> <ul style="list-style-type: none"> - UC_DPBHS_Billing_0020_Contracted Residential Invoice - UC_DPBHS_Billing_0030_Contracted Non-Residential Invoice - UC_DPBHS_Billing_0040_Demand Payment - UC_DMSS_Finance_0010_PBHS Provider Payment - UC_DMSS_Finance_0030_DFS Residential Services Invoice - UC_DMSS_Finance_0120_Demand Payments - UC_DFS_PrivateAgencyFC_0060_Invoicing - UC_DFS_IL_0080_IL Provider Create-Approve-Submit Invoice
41-6	FACTS II will provide tracking of cost when services provided are paid or subsidized by a third party.	Use Case Testing		<p>Data Requirement for Payments.</p> <p>Use Cases:</p> <ul style="list-style-type: none"> - See all Use Cases listed under Requirement 41-2
41-7	FACTS II will support the SACWIS maintenance cost allocation process (direct costs), based on the percentage of unduplicated children served in the Department who received any service from a IV-B or IV-E funded program during the period for which data are requested, regardless of the child's individual eligibility/claimability.	Use Case Testing		<p>Requirement for IV-B or IV-E funding. Would apply to Eligibility and Financial Use Cases.</p> <p>Use Cases:</p> <ul style="list-style-type: none"> - See all Use Cases listed under Requirement 41-2
42-1	FACTS II will provide rules based, table driven payment processes.	Use Case Testing		<p>Requirement for Table driven payment Processes. Would apply across multiple Financial Use cases.</p> <p>Use Cases:</p> <ul style="list-style-type: none"> - See all Use Cases listed under Requirement 41-2
42-2	FACTS II will have a flexible accounting/cost tracking system that can manage a wide range of requirements. (e.g., is not hard coded.)	Use Case Testing		<p>Requirement for flexible accounting/cost tracking system. Would apply across multiple Financial Use cases.</p> <p>Use Cases:</p> <ul style="list-style-type: none"> - See all Use Cases listed under Requirement 41-2

Require #	Requirement Description	Requirement Status	Requirement Comment	Use Case(s) Reference/Comments
42-3	FACTS II will provide on-line billing functionality by providers compliant with IV-E, HIPAA and Medicaid.	Use Case Testing		Requirement for on-line billing functionality. Would apply across multiple Financial, Eligibility, and Cost Recoverer Use cases. Use Cases: - See all Use Cases listed under Requirement 41-2
42-4	FACTS II will create billing records across divisions for all providers, including Medicaid billable, compliant with HIPAA and Medicaid rules and regulations.	Use Case Testing		Requirement for billing functionality. Would apply across Eligibility and Cost Recoverer Use cases. Use Cases: - See all Use Cases listed under Requirement 41-2
42-5	FACTS II will provide a process for authorizing Foster Care board payments and Adoption payments, compliant with IV-E.	Use Case Testing		Use Cases: - UC_DMSS_Finance_0210_Foster Care and Adoption Board - UC_DMSS_Eligibility_0010_IV-E Initial Determination - UC_DMSS_Eligibility_0030_Title IV-E Redetermination
42-6	FACTS II will automate all required foster care and adoption assistance board payments. Adoption payment approvals / electronic forms in FACTS II will be maintained separately from foster care data, and accessible only to the adoption unit.	Use Case Testing		Use Cases: - UC_DMSS_Finance_0210_Foster Care and Adoption Board
42-7	FACTS II will be able to facilitate direct deposit payments to providers (incl. foster payments).	Use Case Testing		Use Cases: - UC_Interface_DSCYF_0380_STPV PNC ACH File - UC_Interface_DSCYF_0330_FSF Payment Voucher Extract - UC_Interface_DSCYF_0340_FSF Payment Voucher Log Load - UC_Interface_DSCYF_0350_FSF Payment Detail Load
42-8	FACTS II will provide the merge and/or maintenance of payment records by person, ALWAYS maintaining the adoption firewall to maintain confidentiality.	Use Case Testing		Payment processing requirement to summarize records by person. Use Cases: - See all Use Cases listed under Requirement 41-2
42-9	FACTS II will provide client payment "look-ups" for workers and providers to view provider, children, amount and time in services, date check mailed, etc.	Use Case Testing		Data View requirement. Applicable across all Use Cases related to payments. Use Cases: - UC_DMSS_Finance_0130_Transaction Search - Extract
42-10	FACTS II will provide paper or electronic mailing of remittance advice statement details on child, using services rendered, time or units of service, amounts, etc. or an electronic file for larger providers.	Use Case Testing		Use Cases: - UC_Interface_DSCYF_0380_STPV PNC ACH File - UC_Interface_DSCYF_0330_FSF Payment Voucher Extract - UC_Interface_DSCYF_0340_FSF Payment Voucher Log Load - UC_Interface_DSCYF_0350_FSF Payment Detail Load
42-11	FACTS II will have unique identifier rules to prevent multiple billings, duplicate billings, inconsistent billings, etc.	Use Case Testing		Business Rule Requirement for processing invoices. Would apply to multiple Payment Use Cases identified below. Use Cases: - UC_DPBHS_Billing_0020_Contracted Residential Invoice - UC_DPBHS_Billing_0030_Contracted Non-Residential Invoice - UC_DPBHS_Billing_0040_Demand Payment - UC_DMSS_Finance_0010_PBHS Provider Payment - UC_DMSS_Finance_0030_DFS Residential Services Invoice - UC_DMSS_Finance_0120_Demand Payments - UC_DFS_PrivateAgencyFC_0060_Invoicing - UC_DFS_IL_0080_IL Provider Create-Approve-Submit Invoice
42-12	FACTS II will provide retroactive claim calculations and adjustments.	Use Case Testing		Requirement applies to multiple Financial Payment Use Cases where transaction adjustment and recalculation & reprocessing are required. Use Cases: - UC_DMSS_Finance_0040_DFS Recodes - UC_DMSS_Finance_0130_Transaction Search - Extract - UC_DMSS_Finance_0170_CPA Document View and Approve - UC_DMSS_Finance_0180_Fiscal Track Users Updaters - UC_DMSS_Finance_0190_Fiscal Modify Transaction - UC_DMSS_Finance_0200_Data Maintenance for Transaction Processing - UC_DMSS_Finance_0110_Recoupment (Automated and Manual) - UC_DMSS_Finance_0150_Transaction Correction after Submission to FSF interface - UC_DMSS_Finance_0160_Roll Back Process
42-13	FACTS II will provide modifications to the Client Payment Accounting (CPA) system.	Use Case Testing		Use Cases: - UC_DMSS_Finance_0170_CPA Document View and Approve.docx

Require #	Requirement Description	Requirement Status	Requirement Comment	Use Case(s) Reference/Comments
42-14	FACTS II will provide the requests and approvals for flexible funding for support services, (e.g. DFS non-contracted service funding request process and service integration fund process).	Use Case Testing		Use Cases: - UC_DFS_Investigations_0100_Demand Payment - UC_DFS_OCS_0310_Case_Demand Payment - UC_DMSS_Contracts and Grants_0060_AP Demand Payment - UC_DMSS_Finance_0120_Demand Payments - UC_DPBHS_Billing_0040_Demand Payment - UC_DPBHS_CSM_0090_Flex Funding
42-15	FACTS II will provide the coordination of insurance benefits, including: detailed documentation of payments; collection of information; maintenance (updating and changing info); using that information for billing purposes for co-payments; and for verifying amounts payable to service providers by private insurance.	Use Case Testing		Applies to multiple financial and interface Use Cases. Use Cases: - UC_DMSS_Contracts and Grants_0040_AP Contracted Residential Invoice - UC_DMSS_Contracts and Grants_0060_AP Demand Payment - UC_DMSS_Eligibility_0010_IV-E Initial Determination - UC_DMSS_Eligibility_0030_Title IV-E Redetermination - UC_DMSS_Interstate Compact_0010_ICAMA Received - UC_DMSS_Interstate Compact_0040_ICJ Sending - UC_DPBHS_Billing_0020_Contracted Residential Invoice - UC_DPBHS_Billing_0040_Demand Payment - UC_DPBHS_CDW_0030_DFS Referral - UC_DPBHS_CSM_0010_Intake and Disposition - UC_DPBHS_CSM_0050_Close CSM PI and Case - UC_DPBHS_CSM_0060_Updates - UC_DPBHS_Programs_0070_YRS Facility Services – Detention - UC_DPBHS_Programs_0170_Close PI and Case - UC_DYRS_Detention_0820_Medical - UC_DYRS_Facility_0820_Medical - UC_DYRS_Residential_0820_Medical - UC_Interface_DSCYF_0140_MMIS Eligibility Load - UC_Interface_DSCYF_0510_TPL Carrier Information Load - UC_Interface_DSCYF_0520_TPL Client Information_Load
43-1	FACTS II will provide a trust account financial management table (soft-coded) in FACTS II to manage the allocation of SSA, SSI and child support payments to IV-E.	Use Case Testing		Use Cases: - UC_DMSS_Finance_0010_DPBHS Provider Payment - UC_DMSS_Finance_0030_DFS Residential Services Invoice - UC_DMSS_Finance_0040_DFS RECODES - UC_DMSS_Finance_0020_DFS Client Trust Account Deposits - UC_DMSS_Finance_0050_Posting Interest to DFS Trust Accounts - UC_DMSS_Finance_0070_Trust Funds Balance Report - UC_DMSS_Finance_0080_Monthly YRS Trust Payroll - UC_DMSS_Finance_0090_Child Support Income - UC_DMSS_Finance_0220_Posting YRS Interest to Trust Accounts
43-2	FACTS II will provide appropriate and flexible utilization of multiple funding sources across divisions and programs.	Use Case Testing		Use Cases: - UC_DMSS_Finance_0020_DFS Client Trust Account Deposits - UC_DMSS_Finance_0050_Posting Interest to DFS Trust Accounts - UC_DMSS_Finance_0070_Trust Funds Balance Report - UC_DMSS_Finance_0080_Monthly YRS Trust Payroll - UC_DMSS_Finance_0090_Child Support Income - UC_DMSS_Finance_0220_Posting YRS Interest to Trust Accounts
43-3	FACTS II will provide the identification of child-specific donations discretely identified in trust accounts (there are differential utilization rules for child-specific donations).	Use Case Testing		Use Cases: - See Use Cases identified in Requirement 43-2
43-4	FACTS II will identify contributions or donations and how the funds were expended (e.g. donation to take youth to State Fair and the number of children that attended.)	Use Case Testing		Use Cases: - See Use Cases identified in Requirement 43-1
43-5	FACTS II will identify sources of funds and keep YRS trust funds completely separate from DFS accounts, even if the same child crosses over programs.	Use Case Testing		Use Cases: - See Use Cases identified in Requirement 43-1

Require #	Requirement Description	Requirement Status	Requirement Comment	Use Case(s) Reference/Comments
43-6	FACTS II will generate payments for residential, non-residential, and all support services for YRS, DPBHS, and DFS clients who do not have trust accounts or are not IV-E eligible.	Use Case Testing		<ul style="list-style-type: none"> - UC_DFS_IL_0080_IL Provider Create-Approve-Submit Invoice - UC_DFS_Investigations_0100_Demand Payment - UC_DFS_OCS_0310_Case_Demand Payment - UC_DFS_PrivateAgencyFC_0060_Invoicing - UC_DMSS_Contracts and Grants_0040_AP Contracted Residential Invoice - UC_DMSS_Contracts and Grants_0050_AP Contracted Non-Residential Invoice - UC_DMSS_Contracts and Grants_0060_AP Demand Payment - UC_DMSS_Contracts and Grants_0070_AP Payment Status - UC_DMSS_Finance_0010_DPBHS Provider Payment - UC_DMSS_Finance_0030_DFS Residential Services Invoice - UC_DMSS_Finance_0040_DFS RECODES - UC_DMSS_Finance_0110_Recoupment (Automated and Manual) - UC_DMSS_Finance_0120_Demand Payments - UC_DMSS_Finance_0130_Transaction Search - Extract - UC_DMSS_Finance_0140_DFS Cost Reimbursables - UC_DMSS_Finance_0150_Transaction Correction after Submission to FSF interface - UC_DMSS_Finance_0160_Roll Back Process - UC_DMSS_Finance_0170_CPA Document View and Approve - UC_DMSS_Finance_0180_Fiscal Track Users Updaters - UC_DMSS_Finance_0190_Fiscal Modify Transaction - UC_DMSS_Finance_0200_Data Maintenance for Transaction Processing - UC_DMSS_Finance_0210_Foster Care and Adoption Board - UC_DPBHS_Billing_0010_Agency Notifications Option 1 - UC_DPBHS_Billing_0010a_Agency Notifications Option 2 - UC_DPBHS_Billing_0020_Contracted Residential Invoice - UC_DPBHS_Billing_0030_Contracted Non-Residential Invoice - UC_DPBHS_Billing_0040_Demand Payment
43-7	FACTS II will provide easy and streamlined post corrections retroactively for payments. FACTS II will automatically calculate and adjust claims, and post to child's record.	Use Case Testing		<p>Use Cases:</p> <ul style="list-style-type: none"> - UC_DMSS_Finance_0040_DFS Recodes - UC_DMSS_Finance_0130_Transaction Search – Extract - UC_DMSS_Finance_0170_CPA Document View and Approve - UC_DMSS_Finance_0180_Fiscal Track Users Updaters - UC_DMSS_Finance_0190_Fiscal Modify Transaction - UC_DMSS_Finance_0200_Data Maintenance for Transaction Processing - UC_DMSS_Finance_0110_Recoupment (Automated and Manual) - UC_DMSS_Finance_0150_Transaction Correction after Submission to FSF interface - UC_DMSS_Finance_0160_Roll Back Process
43-8	FACTS II will provide seamless views of financial data—client payment "look ups,"—easy searches of financial information for workers and providers, including trust accounts, based on client name and PID; display IV-E and Medicaid eligibility; rules-based queries based on client resources and resource utilization rules. The look up should include: provider, child, payment amount, length of time in placement, date check mailed, etc.	Use Case Testing		<p>Requirement for views of Financial and Eligibility Data. Includes all of Financial Use Cases plus Eligibility & Cost Recovery Use Cases:</p> <p>Financial Use Cases:</p> <ul style="list-style-type: none"> - See all Financial Use Cases in Requirement 41-1 <p>Eligibility Use Cases:</p> <ul style="list-style-type: none"> - UC_DMSS_Eligibility_0010_IV-E Initial Determination - UC_DMSS_Eligibility_0030_Title IV-E Redetermination - UC_DMSS_Eligibility_0040_Initial Foster Care Medicaid Application - UC_DMSS_Eligibility_0050_Foster Care Medicaid Redetermination - UC_DMSS_Eligibility_0060_Disabled Children's Medicaid Tracker <p>Cost Recovery Use Cases:</p> <ul style="list-style-type: none"> - UC_DMSS_Cost Recovery_0010_Provider NPI-Tax Information - UC_DMSS_Cost Recovery_0020_Provider Medicaid Enrollment - UC_DMSS_Cost Recovery_0030_Provider Medicaid Services and Rates - UC_DMSS_Cost Recovery_0040_Provider Staff - UC_DMSS_Cost Recovery_0050_Medicaid Billing - UC_DMSS_Cost Recovery_0060_Denied Claims - UC_DMSS_Cost Recovery_0070_Void-Replace Claims - UC_DMSS_Cost Recovery_0080_Medicaid Revenue Reconciliation - UC_DMSS_Cost Recovery_0090_MCI Linking and Creating
43-9	FACTS II will include the capability to manipulate the data (e.g. view only and/or export reports into Excel).	Use Case Testing		<p>Use Cases:</p> <ul style="list-style-type: none"> - UC_DMSS_Finance_0130_Transaction Search – Extract

Require #	Requirement Description	Requirement Status	Requirement Comment	Use Case(s) Reference/Comments
43-10	FACTS II will create automated accounting documents (budget journals and budget transfers) for YRS youth who work in facilities into the trust accounts, including payment vouchers (to court or youth) whenever YRS indicates that the earnings go to restitution or aftercare.	Use Case Testing		Use Cases: - UC_DMSS_Finance_0080_Monthly YRS Trust Payroll
43-11	FACTS II will generate a monthly statement that reflects all trust account balances for accountant to monitor (e.g., over \$2000-SSA-remitted to SSA; over \$2000-Child Support-spend down next month).	Use Case Testing		Use Cases: - UC_DMSS_Finance_0070_Trust Funds Balance Report
43-12	FACTS II will generate payments for client contractual services' providers using a variety of funding sources and rates, either programmed in and/or with the ability for accounting staff to enter in data.	Use Case Testing		Use Cases: - See Use Cases identified in Requirement 43-1
43-13	FACTS II will produce a monthly Trust Account reconciliation with account balances by child, with deposited interest prorated to each child's active account based on when interest statement is received. Includes ability to generate cash receipt documents for individual trust account deposits.	Use Case Testing		Use Cases: - UC_DMSS_Finance_0070_Trust Funds Balance Report - UC_DMSS_Finance_0220_Posting YRS Interest to Trust Accounts
44-1	FACTS II will provide the automation of a uniform set of eligibility criteria for services, benefits, programs and facilities and record decisions.	Use Case Testing		Use Cases: - UC_DFS_Investigations_0090f_ChildSupportApplication - UC_DFS_OCS_0130_Case_Child Support - UC_Interface_DSCYF_0080_Child Support Application Extract - UC_Interface_DSCYF_0090_Child Support Updates Extract - UC_Interface_DSCYF_0100_Child Support Case Load - UC_Interface_DSCYF_0120_Child Support Cost of Care - UC_DFS_Investigations_0230_SSI Advocacy - UC_DFS_OCS_0370_Case_SSI Advocacy - UC_DMSS_Eligibility_0060_Disabled Children's Medicaid Tracker - UC_DYRS_Detention_0840_SNAP Eligibility - UC_DYRS_Residential_0840_SNAP Eligibility - UC_DMSS_Eligibility_0010_IV-E Initial Determination - UC_DMSS_Eligibility_0030_Title IV-E Redetermination - UC_DMSS_Eligibility_0040_Initial Foster Care Medicaid Application - UC_DMSS_Eligibility_0050_Foster Care Medicaid Redetermination - UC_DMSS_Eligibility_0060_Disabled Children's Medicaid Tracker - UC_DMSS_Finance_0060_SSI-SSA Representative Payee Reports
44-2	FACTS II will identify Child Health Insurance Program claims separately from Medicaid claims.	Use Case Testing		The Medicaid Billing process should be able to differentiate these claims. Use Cases: - UC_DMSS_Cost Recovery_0050_Medicaid Billing
44-3	FACTS II will automate the linkage between a finding and redeterminations of medical/clinical necessity and the Medicaid/CHIP claim.	Use Case Testing		All Medicaid Processing Use Cases apply. Use Cases: - See all Medicaid Processing Use Cases listed under Requirement 44-5
44-4	FACTS II will provide a funding rules table to handle funding for "pooled children" based on the various available State/federal funding streams.	Use Case Testing		Use Cases: - UC_DMSS_Finance_0010_DPBHS Provider Payment - UC_DMSS_Contracts and Grants_0040_AP Contracted Residential Invoice - UC_DMSS_Contracts and Grants_0050_AP Contracted Non-Residential Invoice - UC_DPBHS_CSM_0110_Joint Funded Referral MULTI DIV

Require #	Requirement Description	Requirement Status	Requirement Comment	Use Case(s) Reference/Comments
44-5	FACTS II will enable identification of clients/services/providers/staff to automatically exclude from Medicaid billing when grant funded.	Use Case Testing		Use Cases: - UC_DMSS_Eligibility_0040_Initial Foster Care Medicaid Application - UC_DMSS_Eligibility_0050_Foster Care Medicaid Redetermination - UC_DMSS_Eligibility_0060_Disabled Children's Medicaid Tracker - UC_DMSS_Contracts and Grants_0010_Grant Entry - UC_DMSS_Cost Recovery_0090_MCI Linking and Creating Link - UC_DMSS_Cost Recovery_0050_Medicaid Billing - UC_Reports_MSR_0040_Billing Service Exception Report - UC_Interface_DSCYF_0140_MMIS Eligibility Load - UC_Interface_DSCYF_0150_HIPAA Medicaid Claims 837 Inst - UC_Interface_DSCYF_0160_HIPAA Medicaid Claims 837 Pro - UC_Interface_DSCYF_0230_MCI Web Service - UC_Interface_DSCYF_0510_TPL Carrier Information Load - UC_Interface_DSCYF_0520_TPL Client Information Load - UC_Common_User Maintenance_0070_DMSS Service Master Taxonomy Picklist Maintenance - UC_DMSS_Cost Recovery_0020_Provider Medicaid Enrollment - UC_DMSS_Cost Recovery_0030_Provider Medicaid Services and Rates
44-6	FACTS II will provide electronic billing of third party carriers.	Use Case Testing		Use Cases: - UC_Interface_DSCYF_0150_HIPAA Medicaid Claims 837 Inst - UC_Interface_DSCYF_0160_HIPAA Medicaid Claims 837 Pro
44-7	FACTS II will provide the electronic collection of third party carrier insurance information.	Use Case Testing		Use Cases: - UC_Interface_DSCYF_0140_MMIS Eligibility Load - UC_Interface_DSCYF_0510_TPL Carrier Information Load - UC_Interface_DSCYF_0520_TPL Client Information Load
44-8	FACTS II will facilitate the use of the electronic collection of third party carrier insurance data for billing.	Use Case Testing		Use Cases: - UC_DMSS_Cost Recovery_0090_MCI Linking and Creating Link - UC_DMSS_Cost Recovery_0050_Medicaid Billing - UC_Reports_MSR_0040_Billing Service Exception Report - UC_Interface_DSCYF_0140_MMIS Eligibility Load - UC_Interface_DSCYF_0150_HIPAA Medicaid Claims 837 Inst - UC_Interface_DSCYF_0160_HIPAA Medicaid Claims 837 Pro - UC_Interface_DSCYF_0230_MCI Web Service - UC_Interface_DSCYF_0510_TPL Carrier Information Load - UC_Interface_DSCYF_0520_TPL Client Information Load
44-9	FACTS II will provide billing in a HIPAA compliant format, electronically and paper.	Use Case Testing		Use Cases: - UC_Interface_DSCYF_0150_HIPAA Medicaid Claims 837 Inst - UC_Interface_DSCYF_0160_HIPAA Medicaid Claims 837 Pro
44-10	FACTS II will provide the creation and submission of a Medicaid provider enrollment application.	Use Case Testing		Use Cases: - UC_DMSS_Cost Recovery_0020_Provider Medicaid Enrollment
44-11	FACTS II will provide the creation and calculation of Medicaid Rates that will be utilized for billing Medicaid.	Use Case Testing		Use Cases: - UC_DMSS_Cost Recovery_0030_Provider Medicaid Services and Rates
44-12	FACTS II will provide electronic submissions of Medicaid rates to the Division of Medicaid and Medical Assistance (DMMA)	Use Case Testing		The Use Cases listed below are the Medicaid related data exchange interfaces including Data requests, loads, claims submission, and remittance. Use Cases: - UC_Interface_DSCYF_0040_Medicaid Application Submission Extract - UC_Interface_DSCYF_0050_Medicaid Application Response Load - UC_Interface_DSCYF_0130_MMIS Request Extract - UC_Interface_DSCYF_0140_MMIS Eligibility Load - UC_Interface_DSCYF_0150_HIPAA Medicaid Claims 837 Inst - UC_Interface_DSCYF_0160_HIPAA Medicaid Claims 837 Pro - UC_Interface_DSCYF_0170_HIPAA Medicaid Remittance 835 - UC_Interface_DSCYF_0250_DOL Wage Request Extract - UC_Interface_DSCYF_0260_DOL Wage Load - UC_Interface_DSCYF_0270_DOL UI Load - UC_Interface_DSCYF_0510_TPL Carrier Information Load - UC_Interface_DSCYF_0520_TPL Client Information_Load
44-13	FACTS II will provide the reconciliation of revenue between DSCYF, OMB and DHSS.	Use Case Testing		All Medicaid Processing Use Cases apply. Use Cases: - See all Medicaid Processing Use Cases listed under Requirement 44-5

Require #	Requirement Description	Requirement Status	Requirement Comment	Use Case(s) Reference/Comments
44-14	FACTS II will capture verification that backup documentation exists to substantiate Medicaid billing claims (assessments, units of service, treatment plan, progress notes, etc.).	Use Case Testing		<p>This information is verified by the Medicaid Cost Recovery Process as captured throughout the DSCYF Case activity.</p> <p>Use Cases:</p> <ul style="list-style-type: none"> - UC_DMSS_Cost Recovery_0010_Provider NPI-Tax Information - UC_DMSS_Cost Recovery_0020_Provider Medicaid Enrollment - UC_DMSS_Cost Recovery_0030_Provider Medicaid Services and Rates - UC_DMSS_Cost Recovery_0040_Provider Staff - UC_DMSS_Cost Recovery_0050_Medicaid Billing - UC_DMSS_Cost Recovery_0060_Denied Claims - UC_DMSS_Cost Recovery_0070_Void-Replace Claims - UC_DMSS_Cost Recovery_0080_Medicaid Revenue Reconciliation - UC_DMSS_Cost Recovery_0090_MCI Linking and Creating
45-1	FACTS II will provide IV-E and Medicaid eligibility data collection process.	Use Case Testing		<p>IV-E and Medicaid Eligibility Use Cases including Interfaces capture this data:</p> <p>Use Cases:</p> <ul style="list-style-type: none"> - UC_DMSS_Eligibility_0010_IV-E Initial Determination - UC_DMSS_Eligibility_0030_Title IV-E Redetermination - UC_DMSS_Eligibility_0040_Initial Foster Care Medicaid Application - UC_DMSS_Eligibility_0050_Foster Care Medicaid Redetermination - UC_DMSS_Eligibility_0060_Disabled Children's Medicaid Tracker - UC_Interface_DSCYF_0040_Medicaid Application Submission Extract - UC_Interface_DSCYF_0050_Medicaid Application Response Load - UC_Interface_DSCYF_0130_MMIS Request Extract - UC_Interface_DSCYF_0140_MMIS Eligibility Load - UC_Interface_DSCYF_0250_DOL Wage Request Extract - UC_Interface_DSCYF_0260_DOL Wage Load - UC_Interface_DSCYF_0270_DOL UI Load - UC_Interface_DSCYF_0510_TPL Carrier Information Load - UC_Interface_DSCYF_0520_TPL Client Information_Load
45-2	FACTS II will provide SSI assessment process.	Use Case Testing		<p>Includes initial SSI eligibility Use Cases, and also where SSI funds are updated into Trust Accounts, and also the Accounting Use cases where the allocation calculations are done.</p> <p>Use Cases:</p> <ul style="list-style-type: none"> - UC_DFS_Investigations_0230_SSI Advocacy - UC_DFS_OCS_0370_Case_SSI Advocacy - UC_DFS_PrivateAgencyFC_0060_Invoicing - UC_DMSS_Eligibility_0010_IV-E Initial Determination - UC_DMSS_Eligibility_0030_Title IV-E Redetermination - UC_DMSS_Finance_0010_DPBHS Provider Payment - UC_DMSS_Finance_0030_DFS Residential Services Invoice - UC_DMSS_Finance_0040_DFS RECODES - UC_DMSS_Finance_0060_SSI-SSA Representative Payee Reports - UC_DMSS_Finance_0020_DFS Client Trust Account Deposits - UC_DMSS_Finance_0050_Posting Interest to DFS Trust Accounts - UC_DMSS_Finance_0100_Adjusting Trust Fund Sub-all payment types - UC_DMSS_Finance_0220_Posting YRS Interest to Trust Accounts
45-3	FACTS II will provide the identification and management of IV-E Foster Care candidacy cases, including identifying them by unique identifier, have the ability to count them, manage terminations and produce IV-E reports.	Use Case Testing		<p>Use Cases:</p> <ul style="list-style-type: none"> - UC_DMSS_Eligibility_0010_IV-E Initial Determination - UC_DMSS_Eligibility_0030_Title IV-E Redetermination
45-4	FACTS II will provide case plan review process unique to IV-E Foster Care candidacy cases.	Use Case Testing		<p>Use Cases:</p> <ul style="list-style-type: none"> - UC_DMSS_Eligibility_0010_IV-E Initial Determination - UC_DMSS_Eligibility_0030_Title IV-E Redetermination
45-5	FACTS II will provide establishing eligibility for meal tracking for federal reimbursement reporting (Supplemental Nutrition Assistance Program - SNAP).	Use Case Testing		<p>Use Cases:</p> <ul style="list-style-type: none"> - UC_DYRS_Detention_0840_SNAP Eligibility - UC_DYRS_Residential_0840_SNAP Eligibility

Require #	Requirement Description	Requirement Status	Requirement Comment	Use Case(s) Reference/Comments
				All Use Cases to Medicaid eligibility including Interfaces. Use Cases: - UC_DMSS_Eligibility_0040_Initial Foster Care Medicaid Application - UC_DMSS_Eligibility_0050_Foster Care Medicaid Redetermination - UC_DMSS_Eligibility_0060_Disabled Children's Medicaid Tracker - UC_DMSS_Cost Recovery_0090_MCI Linking and Creating Link - UC_Interface_DSCYF_0040_Medicaid Application Submission Extract - UC_Interface_DSCYF_0050_Medicaid Application Response Load - UC_Interface_DSCYF_0130_MMIS Request Extract - UC_Interface_DSCYF_0140_MMIS Eligibility Load - UC_Interface_DSCYF_0230_MCI Web Service - UC_Interface_DSCYF_0510_TPL Carrier Information Load - UC_Interface_DSCYF_0520_TPL Client Information Load - UC_Interface_DSCYF_0250_DOL Wage Request Extract - UC_Interface_DSCYF_0260_DOL Wage Load - UC_Interface_DSCYF_0270_DOL UI Load - UC_Interface_DSCYF_0510_TPL Carrier Information Load - UC_Interface_DSCYF_0520_TPL Client Information_Load
45-6	FACTS II will capture status of Medicaid eligibility (e.g. denials or changes in status).	Use Case Testing		
45-7	FACTS II will capture the status of CHIP enrollment (e.g. non-payment of premium)	Use Case Testing		Use Cases: - UC_DMSS_Eligibility_0010_IV-E Initial Determination - UC_DMSS_Eligibility_0030_Title IV-E Redetermination
45-8	FACTS II will provide the collection of information necessary to process Medicaid applications to electronically transmit to DHSS for determination	Use Case Testing		Use Cases: - UC_DMSS_Eligibility_0060_Disabled Children's Medicaid Tracker - UC_DMSS_Eligibility_0040_Initial Foster Care Medicaid Application - UC_DMSS_Eligibility_0050_Foster Care Medicaid Redetermination - UC_DMSS_Cost Recovery_0090_MCI Linking and Creating Link - UC_Interface_DSCYF_0040_Medicaid Application Submission Extract - UC_Interface_DSCYF_0050_Medicaid Application Response Load
45-9	FACTS II will provide the tracking, collection and filing of Medicaid applications for the Disabled Children's program	Use Case Testing		Use Cases: - UC_DMSS_Eligibility_0060_Disabled Children's Medicaid Tracker
45-10	FACTS II will provide the SSI Advocacy process (e.g. include a screening tool, interface with SSA, etc.).	Use Case Testing		Use Cases: - UC_DFS_Investigations_0230_SSI Advocacy - UC_DFS_OCS_0370_Case_SSI Advocacy
45-11	FACTS II must support IV-E, Medicaid and Adoption Assistance eligibility determination and redetermination processes.	Use Case Testing		Use Cases: - UC_DMSS_Eligibility_0010_IV-E Initial Determination - UC_DMSS_Eligibility_0030_Title IV-E Redetermination - UC_DMSS_Eligibility_0040_Initial Foster Care Medicaid Application - UC_DMSS_Eligibility_0050_Foster Care Medicaid Redetermination - UC_DMSS_Eligibility_0060_Disabled Children's Medicaid Tracker

Require #	Requirement Description	Requirement Status	Requirement Comment	Use Case(s) Reference/Comments
				allocations are determined. Eligibility Use Cases: - UC_DMSS_Eligibility_0010_IV-E Initial Determination - UC_DMSS_Eligibility_0030_Title IV-E Redetermination - UC_DMSS_Eligibility_0040_Initial Foster Care Medicaid Application - UC_DMSS_Eligibility_0050_Foster Care Medicaid Redetermination - UC_DMSS_Eligibility_0060_Disabled Children's Medicaid Tracker Placement Start Use Cases: - UC_DFS_FC_0120_Placement Authorization - UC_DFS_Investigations_0090_Placement - UC_DFS_Investigations_0090g_ICPC Received - UC_DFS_OCS_0070_Placement - UC_DMSS_Interstate Compact_0010_ICAMA Received - UC_DMSS_Interstate Compact_0030_ICJ Received - UC_DMSS_Interstate Compact_0050_ICPC Received - UC_DPBHS_Crisis_0030_Authorization Flow - UC_DPBHS_CSM_0030_Authorization Flow - UC_DPBHS_CTS_0010_Clinical - UC_DYRS_Community_0050_Worker Assignment Updates - UC_DYRS_Community_0110_PAC Process - UC_DYRS_Detention_0010_Detention Intake - UC_DYRS_Detention_0040_Case Management Worker Assignment and Updates - UC_DYRS_PreTrial_0030_Worker Assignment-Updates - UC_DYRS_Residential_0010_Intake
45-12	FACTS II must be able to determine if a placement meets the foster care standard for IV-E reimbursability and to compute the amount of the placement cost that is IV-E reimbursable (room and board), Medicaid reimbursable (therapy, education, etc.), or unallowable for Federal reimbursability and charged to the state.	Use Case Testing		
45-13	FACTS II must have an automated rate setting process and include access to source documentation.	Use Case Testing		Use Cases: - UC_DMSS_Cost Recovery_0020_Provider Medicaid Enrollment - UC_DMSS_Cost Recovery_0030_Provider Medicaid Services and Rates
46-1	FACTS II will provide a cost allocation process (federal program eligibility, cost allocation, and Federal Financial Participation).	Use Case Testing		Use Cases: - See all Use Cases listed under Requirement 43-8.
46-2	FACTS II will allow for reconciliation of service month and payment month needed to perform cost projections based on service authorization by service month as well as service authorization by payment month.	Use Case Testing		Use Cases: - See all Use Cases listed under Requirements 37-16 and 37-17
47-1	FACTS II will provide, for the purposes of resources tracking and reporting, the identification of common data elements across the agency on clients, providers, units of service, workers, etc. based upon the association of funding source to contract and/or service. FACTS II will provide the capability to incorporate new/unique data elements over time based upon association with funding source.	Use Case Testing		Use Cases: - UC_DMSS_Contracts and Grants_0010_Grant Entry
47-2	FACTS II will have Federal grant reporting capability, as well as easy ability to change as Federal requirements change.	Use Case Testing		Use Cases: - UC_DMSS_Contracts and Grants_0010_Grant Entry
48-1	FACTS II will incorporate the RMS time reporting system process.	Use Case Testing		Use Cases: - UC_DMSS_Random Moment Survey_0010_Random Moment Time Sample Survey
48-2	FACTS II will ensure that the process for responding to RMS surveys is simple and easy.	Use Case Testing		Use Cases: - UC_DMSS_Random Moment Survey_0010_Random Moment Time Sample Survey
48-3	FACTS II will preserve data related to samples and surveys that supports reporting and auditing.	Use Case Testing		Use Cases: - UC_DMSS_Random Moment Survey_0010_Random Moment Time Sample Survey
48-4	FACTS II RMS system will be US Department of Health and Human Services (DHHS) compliant.	Use Case Testing		Use Cases: - UC_DMSS_Random Moment Survey_0010_Random Moment Time Sample Survey
S-1	Record contact/referral FACTS II will record initial contacts regarding the allegations of abuse or neglect, or provide for the input of a formal referral for protective services, voluntary placement services, juvenile corrections and other services. SACWIS I.A1.(1)	Use Case Testing		Applies to Use Cases for all Initial Intakes. Use Cases: - See all Use Cases listed for Requirement 23-1 (All Intake Use Cases)

Require #	Requirement Description	Requirement Status	Requirement Comment	Use Case(s) Reference/Comments
S-2	Collect intake/referral information FACTS II will allow for input of available situation and demographic information, including the cross-referencing of relationships among participants and the reason for referral. SACWIS I.A2.(2)	Use Case Testing		Use Cases: - See all Use Cases listed for Requirement 23-1 (All Intake Use Cases)
S-3	Search for prior history (persons/incidents) FACTS II will search the database(s) to check for prior incidents and other available information. For a single incident, the system will allow for multiple reports of an incident by including information on each individual or agency making a report. SACWIS I.A3.(3)	Use Case Testing		Use Cases: - UC_Common_General Activities_0020_Intake Search
S-4	Record "information-only" requests FACTS II will record calls or contacts which do not involve a specific allegation or referral. SACWIS I.A4.4(4)	Use Case Testing		Use Cases: - UC_DMSS_Constituent Concerns_0010_Constituent Concerns - UC_DMSS_Contracts and Grants_0160_Provider Reportable Event Entry - UC_DPBHS_CTS_0050_Provider Incident Reports - UC_DPBHS_QA Unit_0020_Incident Reports - UC_DYRS_Directors Office_0010_Admin CRM Complaint
S-5	Evaluate intake information FACTS II will support the evaluation of the available information to determine the necessity of establishing a case. SACWIS I.B1.(5)	Use Case Testing		Use Cases: - See all Use Cases listed for Requirement 23-1 (All Intake Use Cases)
S-6	Record the results of the screening evaluation FACTS II will provide for the recording of the determination resulting from the screening process. SACWIS I.B2.(6)	Use Case Testing		Use Cases: - See all Use Cases listed for Requirements 23-1 & 23-2
S-7	Establish case record FACTS II will provide for the establishment of a new case, the association of a new allegation with an existing open case, or the re-opening of a closed case. SACWIS I.B3.(7)	Use Case Testing		Use Cases: - UC_DFS_Intake_0020_CAN Intake Disposition - UC_DFS_Intake_0040_IA Intake Disposition - UC_DFS_Investigations_0010_Review New Assignment - UC_DFS_IA_0010_Review New Assignment - UC_DPBHS_Programs_0020_EI K-5 Intake - UC_DPBHS_Programs_0030_FACET_Intake - UC_DPBHS_Programs_0040_IFC_Intake - UC_DPBHS_Programs_0060_PSSF_Intake - UC_DPBHS_ECMHC_0010_Child Specific Services - UC_DPBHS_ECMHC_0020_Teacher Child Interaction Training Services - UC_DPBHS_ECMHC_0030_Classroom Services - UC_DPBHS_Programs_0050_MSBHC Intake - UC_DPBHS_CSM_0020_Assign Transfer - UC_DYRS_Detention_0020_Case Management Supervisor Assignment - UC_DYRS_Detention_0040_Case Management Worker Assignment and Updates - UC_DYRS_Assessment_0010_Assessment Unit Supervisor Assignment-Updates - UC_DYRS_Assessment_0020_Assessment Unit Worker Assignment and Updates - UC_DYRS_Community_0040_Supervisor Assignment Updates - UC_DYRS_Community_0050_Worker Assignment Updates - UC_DYRS_Contracted Provider_0010_CP Supervisor Assignment and Updates - UC_DYRS_Contracted Provider_0020_CP Worker Assignment - UC_DYRS_PreTrial_0030_Worker Assignment-Updates - UC_DYRS_PreTrial_0020_Supervisor Assignment-Updates - UC_DYRS_Residential_0020_TS Supervisor Assignment Updates - UC_DYRS_Residential_0030_TS Worker Assignment-Updates
S-8	Assign case to worker FACTS II will support and record the assignment of the case to a worker and provide for the tracking of that case through the process. SACWIS I.B4.(8)	Use Case Testing		Use Cases: - See all Use Cases listed for Requirement 5-2.
S-9	Refer for investigation and/or services, as appropriate FACTS II will support the referral/transfer of the case for investigation, if necessary, or the assessment, if the allegation is not related to maltreatment SACWIS I.B5.(9)	Use Case Testing		Use Cases: - See all Use Cases listed for Requirement 5-2.

Require #	Requirement Description	Requirement Status	Requirement Comment	Use Case(s) Reference/Comments
S-10	Collect and record investigation information FACTS II will provide for the input of information collected during the investigation process, including the recording of contacts made during the investigation. SACWIS I.C1.(10)	Use Case Testing		This would include all CAN Investigation and IA Investigatin Use Cases. Use Cases: - See all CAN Investigation Use Cases listed for Requirement 24-4 - See all IA Investigation Use Cases listed for Requirement 24-2
S-11	Record investigation decision FACTS II will provide for the recording of the decision resulting from the investigation. Will contain disposition categories, and include findings with respect to each allegation of maltreatment, linked to perpetrator's record SACWIS I.C2.(11)	Use Case Testing		Use Cases: - UC_DFS_IA_0100_Findings - UC_DFS_Investigations_0140_Findings
S-12	Generate documents as needed in response to investigation FACTS II will support the preparation of alerts, notifications and reports required during, and as a result of, the investigative process. SACWIS I.C3.(12)	Use Case Testing		Requirement for Investigation documentation and alerts and notifications for Investigation process. Use Cases: - See all CAN Investigation Use Cases listed for Requirement 24-4 - See all IA Investigation Use Cases listed for Requirement 24-2
S-13	Determine and record risk assessment FACTS II will support the evaluation and determination of risk factors affecting the case. SACWIS I.D.1.(13)	Use Case Testing		Believe this would apply to the SDM tool during Hotline Intake and some Risk Assessment Use Cases. Use Cases: - UC_DFS_Intake_0010_CAN_Intake Hotline Reports - UC_DFS_Intake_0030_IA_Intake Hotline Reports - UC_DFS_IA_0090_Risk Assessment - UC_DFS_Investigations_0130_Risk Assessment - UC_DFS_OCS_0290_Case_Risk Reassessment
S-14	Perform risk assessment FACTS II will perform an automated risk assessment to determine the relative level of risk. SACWIS I.D.2.(14)	Use Case Testing		Use Cases: - See Use Cases listed for Requirement S-13
S-15	Collect and record special needs / problems. FACTS II will support the determination and documentation of special needs/problems (e.g. special education, developmental disabilities, medical assessments, etc.) Data collected must map to applicable AFCARS and NCANDS reporting elements. SACWIS I.D.3.(15)	Use Case Testing		Data Requirement to capture special needs informaiton for all AFCARS & NCANDS related processes. Use Cases: - See Use Cases listed for Requirement 12-3 and 12-4
S-16	Determine and record needed services FACTS II will support and record the determination of needed services, including the assignment and recording of level of care (placement locations, in-home care, etc.). SACWIS I.D.4.(16)	Use Case Testing		This would apply to Service Planning Use Cases. Use Cases: - See All Service Planning Use Cases listed in Requirement 26-1
S-17	Record client contacts FACTS II will provide for the recording of client contacts in the electronic case folder. SACWIS I.D.5.(17)	Use Case Testing		Use Cases: - See all client contact related Use Cases listed in Requirement 8-9.
S-18	Prepare and record referrals to other agencies FACTS II will provide for the preparation and recording in the electronic case folder of referrals to other agencies. SACWIS I.D.6.(18)	Use Case Testing		Use Cases: - See all Referral related Use Cases listed in Requirement 5-9
S-19	Collect and record further case information. FACTS II will provide for the recording in the electronic case record of additional case information gathered during the assessment process. SACWIS I.D.7.(19)	Use Case Testing		Use Cases: - See all Assessment related Use Cases listed in Requirement 1-23
S-20	Generate documents, notices and reports based on review as needed FACTS II will support the generation of documents, notices, and reports during, or resulting from, the assessment process. SACWIS I.D.8.(20)	Use Case Testing		General Requirement for Document Generation from Assessments. Use Cases: - See All Assessment Use Cases listed in Requirement 1-23
S-21	Determine Title IV-E eligibility . FACTS II will determine AFDC-related eligibility for title IV-E. SACWIS II.A.1.a.(21) . FACTS II will determine the legal requirements for IV-E eligibility. SACWIS II.A.1b.(22) . FACTS II will determine placement requirements for IV-E eligibility, to include but not limited to Facility type, licenses status, etc. SACWIS II.A.1.c.(23)	Use Case Testing		Specific Requirement for IV-E Eligibility determination. Use Cases: - UC_DMSS_Eligibility_0010_IV-E Initial Determination - UC_DMSS_Eligibility_0030 Title IV-E Redetermination

Require #	Requirement Description	Requirement Status	Requirement Comment	Use Case(s) Reference/Comments
S-24	Verify eligibility for other programs FACTS II will provide for the exchange and referral of information necessary to determine eligibility/status under other related programs such as title XIX (Medicaid) and title IV-D.1 SACWIS II.A.2.(24)	Use Case Testing		Use Cases: - See all Use Cases listed for Requirement 45-1
S-25	Record authorization decisions FACTS II will provide for the recording of the eligibility authorization decisions.2 SACWIS II.A.3.(25)	Use Case Testing		Use Cases: - UC_DMSS_Eligibility_0010_IV-E Initial Determination - UC_DMSS_Eligibility_0030_Title IV-E Redetermination
S-26	Generate documents related to initial eligibility determinations FACTS II will produce the alerts, notices and reports needed to provide information on and track the initial eligibility determinations. SACWIS II.A.4.(26)	Use Case Testing		Use Cases: - UC_DMSS_Eligibility_0010_IV-E Initial Determination
S-27	Redeterminations FACTS II will provide for the processing of regularly scheduled and as needed program redeterminations and recording of redetermination decisions. SACWIS II.B.1.(27)	Use Case Testing		Use Cases: - UC_DMSS_Eligibility_0030_Title IV-E Redetermination
S-28	Generate documents related to Redeterminations FACTS II will produce the alerts, notices and reports needed to provide information on and track the initial eligibility determinations. Alert Child Welfare Workers to changes made in the title IV-A, title IV-D, and title XIX systems (through the mandatory interfaces) SACWIS II.B.2.(28)	Use Case Testing		Use Cases: - UC_DMSS_Eligibility_0030_Title IV-E Redetermination
S-29	Prepare and document service/case plan FACTS II will support case plan development by documenting the services that are required to meet the specific needs identified in the assessment function. FACTS II must support case plan development in the following areas: • Adoption (record and track information about adoptive placements and post adoptive services, including subsidy benefits); • Family preservation (institute in-home services to prevent the need for placement); • Foster care (determine and track level of care, placement information, reunification services, legal requisites); • Independent living (determine and track services to provide transitional living assistance for foster care youths); and • Interstate compact (process/submit supervision requests from/with other states for children and youth). • SACWIS III.A.1.(29)	Use Case Testing		Data Relationship Requirement between Service Plans & Assessments. Would apply across all Use Cases where Service Planning and Assessments are done. Similar to Requirement 27-14 and 27-29. Use Cases: - See All Assessment Use Cases listed in Requirement 1-23 - See All Service Planning Use Cases listed in Requirement 26-1
S-30	Identify and match services to meet client's case plan needs: FACTS II will provide automated support in the identification and matching of service needs and available resources. SACWIS III.A.2(30)	Use Case Testing		The Service Taxonomy would contain the list of available services. The requirement would relate the Service Planning process and the Taxonomy. Use Cases: - See All Service Planning Use Cases listed in Requirement 26-1 - UC_Common_User Maintenance_0070_DMSS Service Master Taxonomy Picklist Maintenance
S-31	Record contact with and acquisition of needed resources/services: FACTS II will support and record the preparation of necessary service requests or referrals. SACWIS III.A.3(31)	Use Case Testing		Some specific Use Cases related to PBHS agency notification and also related to Use Cases across the board where a service can be initiated. PBHS Agency Notification Use Cases: - UC_DPBHS_Billing_0010_Agency Notifications Option 1 - UC_DPBHS_Billing_0010a_Agency Notifications Option 2 All Use Cases where Services occur: - See Service Use Cases listed under Requirement 27-20
S-32	Track & Update service / plan FACTS II will support the monitoring, progress, and updating of the service/case plan in the electronic case folder. SACWIS III.A.4(32)	Use Case Testing		Use Cases: - See All Service Planning Use Cases listed in Requirement 26-1

Require #	Requirement Description	Requirement Status	Requirement Comment	Use Case(s) Reference/Comments
S-33	Match client to placement alternatives, if needed: FACTS II will provide automated support in the identification and matching of clients with available placement alternatives. SACWIS III.A.5(33)	Use Case Testing		Use Cases: - UC_DFS_FC_0110_Request PreScreening Event
S-34	Generate documents as needed (service/case plan) FACTS II will support the generation of alerts, notices, and reports as necessary to track the progress of the service/case plan. SACWIS III.A.6(34)	Use Case Testing		Specific Requirement for alerts, notices, etc. for Service Planning Use Cases. Use Cases: - See All Service Planning Use Cases listed in Requirement 26-1
S-35	Request and record supervisory approval of plan, if needed: FACTS II will provide support for obtaining supervisory approval of the service/case plan. SACWIS III.A.7(35)	Use Case Testing		Specific Requirement for supervisory approval for Service Planning Use Cases. Use Cases: - See All Service Planning Use Cases listed in Requirement 26-1
S-37	Identify program outcome measures: FACTS II will include a component which identifies and tracks program outcome measures. SACWIS III.A.9(37) Rref: Outcome measures Reports List	Use Case Testing		Requirement applicable to all Service Related Use Cases across the board. Use Cases: - See Service Use Cases listed under Requirement 27-20
S-38	Generate alerts to conduct case review / evaluation as needed FACTS II will support the timely identification and continued tracking of cases requiring review/evaluation. SACWIS III.B.1(38)	Use Case Testing		Specific Requirement for Alerts related to Case Review activities...would be applicable across the board for all Use Case Case/Service activities. Use Cases: - See Service Use Cases listed under Requirement 27-20
S-39	Conduct and record results of case review FACTS II will support the case review process and provide for documentation of the reassessment decisions and needed action items in the electronic case folder. SACWIS III.B.2(39)	Use Case Testing		Specific Requirement for a Case Review process and Re-assessment. May be applicable across all Service Use Cases, however DFS has specific Re-assessment Use Cases. Specific DFS Re-Assessment Use Cases: - UC_DFS_OCS_0140_Case_Reunification Reassessment - UC_DFS_OCS_0290_Case_Risk Reassessment All Other Service Related Use Cases: - See Service Use Cases listed under Requirement 27-20
S-40	Generate documents, notices and reports (evaluation) FACTS II will support the generation of documents, notices, and reports during, or resulting from, the evaluation process. SACWIS III.B.4(40)	No Questions		General Requirement for Document Generation from Assessments and other evaluations.
S-41	Record collateral contacts FACTS II will provide for the recording of client collateral contacts and information resulting from those contacts. SACWIS III.B.5(41)	Use Case Testing		Use Cases: - UC_DFS_IA_0070_Collaterals - UC_DFS_Investigations_0060_Collaterals - UC_DFS_OCS_0120_Case_Collaterals - UC_DYRS_Residential_0030_TS Worker Assignment-Updates
S-42	Track and record services FACTS II will provide for the recording in the electronic case folder of the types, duration, and frequency of services. SACWIS III.C.1(42)	Use Case Testing		Data Requirement for Service Recording. All Other Service Related Use Cases: - See Service Use Cases listed under Requirement 27-20
S-43	Generate documents, notices and reports FACTS II will support the generation of documents, notices, and reports to track the services needed and provided to the client. SACWIS III.C.2(43)	No Questions		General Requirement for Document Generation from Services.

Require #	Requirement Description	Requirement Status	Requirement Comment	Use Case(s) Reference/Comments
				<p>The Use Cases below are the key ones where provider information is added or updated.</p> <p>Use Cases:</p> <ul style="list-style-type: none"> - UC_Common_User Maintenance_0070_DMSS Service Master Taxonomy Picklist Maintenance - UC_DFS_FC_0010_Recruitment Provider Creation - UC_DFS_FC_0020_Ongoing Provider Events - UC_DFS_FC_0030_Change of Status - UC_DFS_FC_0050_Relative-Nonrelative Caregivers - UC_DFS_FC_0060_Change of Level - UC_DFS_FC_0070_Split - UC_DFS_FC_0090_Closed - UC_DFS_Investigations_0090d_Placement_Adding a Provider_Relative Nonrelative - UC_DFS_OCCL_0010_Create a New Provider Entity - UC_DFS_OCCL_0020_Approve a New Provider - UC_DFS_OCCL_0030_Facility Visit - UC_DFS_OCCL_0040_Issue a License - UC_DFS_OCCL_0070_Denial Process - UC_DFS_OCCL_0080_Close a Provider - UC_DFS_OCS_0070d_Placement_Adding a Provider_Relative Nonrelative - UC_DFS_PrivateAgencyFC_0010_Create New Foster Parent - UC_DMSS_Contracts and Grants_0080_Provider Creation - UC_DMSS_Contracts and Grants_0090_Provider Search - UC_DMSS_Contracts and Grants_0100_Provider - Available Services - UC_DMSS_Contracts and Grants_0130_NON-OCCL Provider License Entry - UC_DMSS_Contracts and Grants_0150_Provider - Inventory - UC_DMSS_Cost Recovery_0020_Provider Medicaid Enrollment - UC_DMSS_Cost Recovery_0030_Provider Medicaid Services and Rates
S-44	Record and update provider information FACTS II will support the collection and maintenance of provider information such as; <ul style="list-style-type: none"> • license/certification status, • types of services, • level of care provided, • level of compliance and • cost of care. SACWIS IV.A.1(44)	Use Case Testing		<p>Would include specific updates based on ongoing changes or the result of some action against a provider.</p> <p>Provider Data Specific Use Cases:</p> <ul style="list-style-type: none"> - UC_DFS_FC_0020_Ongoing Provider Events - UC_DFS_FC_0030_Change of Status - UC_DFS_FC_0060_Change of Level - UC_DFS_FC_0070_Split - UC_DFS_FC_0090_Closed - UC_DFS_FC_0100_Standards Complaint - UC_DFS_OCCL_0030_Facility Visit - UC_DFS_OCCL_0040_Issue a License - UC_DFS_OCCL_0055_Standards Complaint Investigation - UC_DFS_OCCL_0060_Enforcement Actions - UC_DFS_OCCL_0070_Denial Process - UC_DFS_OCCL_0080_Close a Provider - UC_DMSS_Contracts and Grants_0130_NON-OCCL Provider License Entry - UC_DMSS_Contracts and Grants_0160_Provider Reportable Event Entry - UC_DMSS_Contracts and Grants_0180_Provider-Contract Monitoring - UC_DMSS_Contracts and Grants_0190_Provider-Corrective Action Plan - UC_DPBHS_CTS_0050_Provider Incident Reports - UC_DPBHS_QA Unit_0020_Incident Reports <p>IA Investigation Use Cases:</p> <ul style="list-style-type: none"> - UC_DFS_IA_0010_Review New Assignment - UC_DFS_IA_0020_Initial Interview-Diligent Effort Completed - UC_DFS_IA_0030_Background Checks - UC_DFS_IA_0040_Provider Safety Assessment
S-45	Generate alerts/action items on licensing status changes FACTS II will support the timely identification and continued tracking of cases and/or facilities requiring a review or other action as a result of a change in provider information. SACWIS IV.A.2(45)	Use Case Testing		
S-46	Generate reconciliation and evaluation reports as needed FACTS II will support the generation of documents, notices, and reports, as needed. SACWIS IV.A.3(46)	No Questions		General Requirement for Document Generation from reconciliation & evaluation processes.

Require #	Requirement Description	Requirement Status	Requirement Comment	Use Case(s) Reference/Comments
S-47	Record and track provider training FACTS II will record and track provider training needs and training received SACWIS IV.A.4(47)	Use Case Testing		<p>Use Cases:</p> <ul style="list-style-type: none"> - UC_DFS_FC_0010_Recruitment Provider Creation - UC_DFS_FC_0020_Ongoing Provider Events - UC_DFS_FC_0030_Change of Status - UC_DFS_FC_0060_Change of Level - UC_DFS_FC_0070_Split - UC_DFS_PrivateAgencyFC_0010_Create New Foster Parent - UC_DFS_OCCL_0010_Create a New Provider Entity - UC_DMSS_Contracts and Grants_0030_Contracts-Non Contracted Agreements - UC_DMSS_Contracts and Grants_0080_Provider Creation - UC_DMSS_Contracts and Grants_0170_Provider Staff-Persons Entry - UC_DYRS_Directors Office_0050_Admin Training
S-48	Maintain and update foster care and adoptive home information FACTS II will support the collection and maintenance of foster care and adoptive home information, such as <ul style="list-style-type: none"> • licensing decisions, • violations and revocations, • required AFCARS information and • completed training (as appropriate to the type of home). SACWIS IV.B.1(48)	Use Case Testing		<p>Use Cases:</p> <ul style="list-style-type: none"> - UC_DFS_FC_0010_Recruitment Provider Creation - UC_DFS_FC_0020_Ongoing Provider Events - UC_DFS_FC_0030_Change of Status - UC_DFS_FC_0040_Supervisor Approvals - UC_DFS_FC_0050_Relative-Nonrelative Caregivers - UC_DFS_FC_0060_Change of Level - UC_DFS_FC_0070_Split - UC_DFS_FC_0080_Provider Search - UC_DFS_FC_0090_Closed - UC_DFS_FC_0100_Standards Complaint
S-49	Record foster care home abuse/neglect allegations and investigation results FACTS II will support: <ul style="list-style-type: none"> • The identification of foster care families where allegations of abuse/neglect have been reported and substantiated, as required by State law. • The investigation of such allegations • Documentation of the results. SACWIS IV.B.2(49)	Use Case Testing		<p>CAN Investigation Use Cases:</p> <ul style="list-style-type: none"> - UC_DFS_Intake_0010_CAN_Intake Hotline Reports - UC_DFS_Intake_0020_CAN Intake Disposition - UC_DFS_Investigations_0010_Review New Assignment - UC_DFS_Investigations_0020_Initial Interview Completed - UC_DFS_Investigations_0030_Household - UC_DFS_Investigations_0040_Caregiver Safety Assessment - UC_DFS_Investigations_0050_Background Checks Completed - UC_DFS_Investigations_0060_Collaterals - UC_DFS_Investigations_0070_ContactNotes - UC_DFS_Investigations_0080_Custody - UC_DFS_Investigations_0090_Placement - UC_DFS_Investigations_0090a_Home Safety Assessment - UC_DFS_Investigations_0090b_CSNA - UC_DFS_Investigations_0090c_Child Service Plan - UC_DFS_Investigations_0090d_Placement_Adding a Provider_Relative Nonrelative - UC_DFS_Investigations_0090e_ICPC Sending - UC_DFS_Investigations_0090f_ChildSupportApplication - UC_DFS_Investigations_0090g_ICPC Received - UC_DFS_Investigations_0100_Demand Payment - UC_DFS_Investigations_0110_Mixing - UC_DFS_Investigations_0120_Runaway - UC_DFS_Investigations_0130_Risk Assessment - UC_DFS_Investigations_0140_Findings - UC_DFS_Investigations_0150_TransferClosure - UC_DFS_Investigations_0160_Case Conference
S-50	Process foster care/adoptive home applications FACTS II will provide for the recruitment and processing of foster care family applications. SACWIS IV.A.3(50)	Use Case Testing		<p>Use Cases:</p> <ul style="list-style-type: none"> - UC_DFS_FC_0010_Recruitment Provider Creation
S-51	Generate alerts/action items as needed if foster care license is revoked FACTS II will support the identification and tracking of cases requiring a review or other action as a result of changing information. SACWIS IV.A.4(51)	Use Case Testing		<p>Requirement to flag any cases associated with a Foster Care provider whose license is revoked. Would be associated with multiple Foster Care Use Cases.</p> <p>Use Cases:</p> <ul style="list-style-type: none"> - UC_DFS_FC_0020_Ongoing Provider Events - UC_DFS_FC_0030_Change of Status - UC_DFS_FC_0060_Change of Level - UC_DFS_FC_0070_Split - UC_DFS_FC_0090_Closed - UC_DFS_FC_0100_Standards Complaint

Require #	Requirement Description	Requirement Status	Requirement Comment	Use Case(s) Reference/Comments
S-52	Maintain directory [resource directory] FACTS II will provide a directory/inventory of available resources and services SACWIS IV.C.1(52)	Use Case Testing		Use Cases: - See all Use Cases associated with Requirement S-44
S-53	Generate reports FACTS II will support the generation of: • management reports, • other alerts, • bulletins, and • notices related to resource availability. SACWIS IV.C.2(53)	No Questions		General Requirement for Reporting.
S-54	Process contracts and contract changes FACTS II will support the creation, processing, monitoring and modification of contracts. SACWIS IV.D.1(54)	Use Case Testing		Use Cases: - UC_DMSS_Contracts and Grants_0030_Contracts-Non Contracted Agreements - UC_DMSS_Contracts and Grants_0080_Provider Creation - UC_DMSS_Contracts and Grants_0090_Provider Search - UC_DMSS_Contracts and Grants_0100_Provider - Available Services - UC_DMSS_Contracts and Grants_0110_Contract Amendment - UC_DMSS_Contracts and Grants_0120_Approvals Recorded - UC_DMSS_Contracts and Grants_0130_NON-OCCL Provider License Entry - UC_DMSS_Contracts and Grants_0140_Provider - Contact Notes - UC_DMSS_Contracts and Grants_0150_Provider - Inventory - UC_DMSS_Contracts and Grants_0160_Provider Reportable Event Entry - UC_DMSS_Contracts and Grants_0170_Provider Staff-Persons Entry - UC_DMSS_Contracts and Grants_0180_Provider-Contract Monitoring - UC_DMSS_Contracts and Grants_0190_Provider-Corrective Action Plan
S-55	Record contract monitoring results FACTS II will support efforts to monitor contractual compliance SACWIS IV.D.2(55)	Use Case Testing		Use Cases: - UC_DMSS_Contracts and Grants_0180_Provider-Contract Monitoring
S-56	Generate alerts/action items as needed FACTS II will support the timely identification and continued tracking of cases requiring a review or other action as a result of monitoring activities. SACWIS IV.D.3(56)	Use Case Testing		Use Cases: - UC_DMSS_Contracts and Grants_0160_Provider Reportable Event Entry - UC_DMSS_Contracts and Grants_0190_Provider-Corrective Action Plan
S-57	Generate documents as needed FACTS II will support the generation of notices and reports such as reconciliation and evaluation reports during, or resulting from, the monitoring of contract support. SACWIS IV.D.4(57)	Use Case Testing		Requirement for automated generation of notices in regards to contract monitoring. Use Cases: - UC_DMSS_Contracts and Grants_0180_Provider-Contract Monitoring - UC_DMSS_Contracts and Grants_0160_Provider Reportable Event Entry - UC_DMSS_Contracts and Grants_0190_Provider-Corrective Action Plan
S-58	Court Documents FACTS II must provide for the preparation of State agency documents for the courts, such as petitions, letters, attorney approvals, and supervisory approvals. SACWIS V.A.1(58)	Use Case Testing		Use Cases: - See Use Case List in Requirement 34-8.
S-59	Notifications FACTS II will notify relevant parties of impending court actions.3 SACWIS V.B.1(59)	Use Case Testing		Use Cases: - See Use Case List in Requirement 34-7.
S-60	Tracking FACTS II will monitor and track court-related events requiring State agency action, such as the recording and outcomes for all • petitions, • trials, • hearings, • detention proceedings, • periodic reviews, • adoptions, and • change of placements. Court decisions will be recorded in the electronic case folder. SACWIS V.B.1(60)	Use Case Testing		Use Cases: - See Use Case List in Requirement 34-7.

Require #	Requirement Description	Requirement Status	Requirement Comment	Use Case(s) Reference/Comments
S-62	Accounts Payable FACTS II will support the accounts payable process (billing, vouchers, etc.). SACWIS VI.A.1(62)	Use Case Testing		<ul style="list-style-type: none"> - UC_DPBHS_Billing_0020_Contracted Residential Invoice - UC_DPBHS_Billing_0030_Contracted Non-Residential Invoice - UC_DPBHS_Billing_0040_Demand Payment - UC_DMSS_Contracts and Grants_0040_AP Contracted Residential Invoice - UC_DMSS_Contracts and Grants_0050_AP Contracted Non-Residential Invoice - UC_DMSS_Contracts and Grants_0070_AP Payment Status - UC_DMSS_Finance_0010_PBHS Provider Payment - UC_DMSS_Finance_0030_DFS Residential Services Invoice - UC_DMSS_Finance_0120_Demand Payments - UC_DFS_PrivateAgencyFC_0060_Invoicing - UC_DFS_IL_0080_IL Provider Create-Approve-Submit Invoice - UC_DMSS_Finance_0010_DPBHS Provider Payment - UC_DMSS_Finance_0030_DFS Residential Services Invoice - UC_DMSS_Finance_0040_DFS RECODES - UC_DMSS_Finance_0120_Demand Payments - UC_DMSS_Finance_0130_Transaction Search - Extract - UC_DMSS_Finance_0140_DFS Cost Reimbursables - UC_DMSS_Finance_0150_Transaction Correction after Submission to FSF interface - UC_DMSS_Finance_0160_Roll Back Process - UC_DMSS_Finance_0170_CPA Document View and Approve - UC_DMSS_Finance_0180_Fiscal Track Users Updaters - UC_DMSS_Finance_0190_Fiscal Modify Transaction - UC_DMSS_Finance_0200_Data Maintenance for Transaction Processing - UC_DMSS_Finance_0210_Foster Care and Adoption Board - UC_Interface_DSCYF_0280_FSF Chart Field Load - UC_Interface_DSCYF_0290_FSF Vendor Extract - UC_Interface_DSCYF_0300_FSF Vendor Load
S-63	Accounts Receivable FACTS II will support the accounts receivable process (e.g., overpayments, trust funds, SSI, etc.) SACWIS VI.B1(63)	Use Case Testing		<p>Use Cases:</p> <ul style="list-style-type: none"> - UC_DMSS_Finance_0020_DFS Client Trust Account Deposits - UC_DMSS_Finance_0050_Posting Interest to DFS Trust Accounts - UC_DMSS_Finance_0060_SSI-SSA Representative Payee Reports - UC_DMSS_Finance_0070_Trust Funds Balance Report - UC_DMSS_Finance_0080_Monthly YRS Trust Payroll - UC_DMSS_Finance_0090_Child Support Income - UC_DMSS_Finance_0100_Adjusting Trust Fund Sub-all payment types - UC_DMSS_Finance_0110_Recoupment (Automated and Manual) - UC_DMSS_Finance_0220_Posting YRS Interest to Trust Accounts
S-64	Claims FACTS II will support <ul style="list-style-type: none"> • The generation of provider payments and remittance advice. • Claims processing resulting from the notification of status changes (including termination of the case and/or information received from other Federal / State programs). SACWIS VI.C.1(64)	Use Case Testing		<p>Use Cases:</p> <ul style="list-style-type: none"> - See all Use Cases listed in Requirement S-62
S-66	Record and update employee information <ul style="list-style-type: none"> • FACTS II will contain records of employees, showing name, employee number and office. • FACTS II will contain demographic information and results of Background Criminal Investigation checks. SACWIS VII.A.1.a(65) & SACWIS VII.A.1.b(66) 	Use Case Testing		<p>Use Cases:</p> <ul style="list-style-type: none"> - UC_Common_General Activities_0040_Staff Search - UC_Common_User Maintenance_0020_Organizational Structure Maintenance - UC_Common_User Maintenance_0060_Creating Staff - UC_DFS_CHU_0020_Criminal History Search - UC_DFS_CHU_0030_Criminal History Background Check Entry-Update
S-67	Record and track case assignment FACTS II will provide for the assignment of cases to workers, track workload assignments, and identify on-call staff. SACWIS VII.A.2(67)	Use Case Testing		<p>Use Cases:</p> <ul style="list-style-type: none"> - UC_Common_General Activities_0060_Caseload - UC_Common_General Activities_0070_Worklist
S-68	Assist in workload management FACTS II will support the decision-making process in the assignment of cases to workers and help workers to manage their own caseloads (such as providing "to do" lists and prioritization of alerts). SACWIS VII.A.3(68)	Use Case Testing		<p>Use Cases:</p> <ul style="list-style-type: none"> - UC_Common_General Activities_0060_Caseload - UC_Common_General Activities_0070_Worklist
S-69	Track employee training FACTS II will track employee training needs and training received. SACWIS VII.A.4(69)	Use Case Testing		<p>Use Cases:</p> <ul style="list-style-type: none"> - UC_DYRS_Directors Office_0040_Staff Certification - UC_DYRS_Directors Office_0050_Admin Training

Require #	Requirement Description	Requirement Status	Requirement Comment	Use Case(s) Reference/Comments
S-70	Document employee performance FACTS II will support the staff review and evaluation process.4 SACWIS VII.A.2(70) Optional	Use Case Testing		Use Cases: - Use Case Not Found
S-72	Produce AFCARS report FACTS II must produce AFCARS reporting requirements including : <ul style="list-style-type: none"> capture required AFCARS information produce the report in the specified AFCARS format. (The date that the first AFCARS data submission was generated exclusively from the new SACWIS should be included) and apply appropriate quality assurance edits to insure complete, timely and accurate data are collected in the system; apply appropriate extraction methodology and quality assurance provisions to insure that the report is accurate; develop Action plans to correct any AFCARS deficiencies identified through the use of the Data Quality Utility (DQU) or the Data Compliance Utility (DCU) SACWIS VII.B.1b(72)	Use Case Testing		Use Cases: - See all Use Cases referenced in Requirement 12-3 which references multiple other Requirements (34-1 and 29-1)
S-73	Produce other Federal and State reports FACTS II will generate required State and Federal reports, (e.g., IV-E-1) in either paper or electronic formats as required, regular and ad hoc management reports (e.g., workload status, client/case status, performance factors, outcome measures, etc.). SACWIS VII.B.2(73)	Need Specific Use Case	Schedule A - Final mapping of Technical requirements to Epics in the "Needs Specific Use Case" category will be finalized only after a complete mapping is accomplished as a deliverable by the Department in Sprint 0.	General Requirement to generate State & Federal Reports.
S-74	Produce statistical reports FACTS II will generate statistical reports needed to assist in analysis of the program. SACWIS VII.B.3(74)	Need Specific Use Case	Schedule A - Final mapping of Technical requirements to Epics in the "Needs Specific Use Case" category will be finalized only after a complete mapping is accomplished as a deliverable by the Department in Sprint 0.	General Requirement to generate statistical reports.
S-76	Provide hardware and software security FACTS II security must satisfy: <ul style="list-style-type: none"> the confidentiality requirements granted under section 471(a)(8) of the Social Security Act and section 106(b)(2)(A)(v) of the Child Abuse Prevention and Treatment Act, if child abuse and neglect information is captured in the system. SACWIS VII.C.1b(76)	SFDC/DTI		General Data Access & Security requirement for confidentiality and according to the Child Abuse Prevention and Treatment Act.
S-78	Archive and purge FACTS II will provide for purging and archiving of inactive records and closed cases. SACWIS VII.C.2(78)	SFDC/DTI	Archival is not the responsibility of Deloitte	Data Requirement for purging and archiving.
S-80	Provide on-line system documentation FACTS II will provide an on-line policy/procedures manual, user guides, and other system documentation as needed, such as field help screens. SACWIS VII.C.4(80)	No Questions		General Requirement for on-line documentation within the application.
S-81	Provide on-line training The FACTS II vendor will provide on-line, computer-based training for system users SACWIS VII.C.5(81)	No Questions		General Requirement for online training on the system.

Require #	Requirement Description	Requirement Status	Requirement Comment	Use Case(s) Reference/Comments
S-82	<p>Required Interfaces FACTS II will provide for an electronic data interface with the following systems:</p> <ul style="list-style-type: none"> Title IV-A (TANF) [establish IV-A eligibility as necessary to determine IV-E eligibility, identify potential resource for IV-E child, avoid duplicate payments under IV-E and IV-A programs] Title IV-D (Child Support Enforcement) [establish a child support case and identify potential resources for the IV-E child] Title XIX (Medicaid) [establish Title XIX eligibility] Child abuse and neglect data system (FACTS II Will have an integrated Abuse and Neglect Component) <p>SACWIS VIII.A.1(82), SACWIS VIII.A.1a(83), SACWIS VIII.A.1b(84), SACWIS VIII.A.1c(85),</p>	Use Case Testing		<p>Use Cases:</p> <ul style="list-style-type: none"> UC_Interface_DSCYF_0010_TANF Activity Extract UC_Interface_DSCYF_0020_TANF Request Extract UC_Interface_DSCYF_0030_TANF Load UC_Interface_DSCYF_0040_Medicaid Application Submission Extract UC_Interface_DSCYF_0050_Medicaid Application Response Load UC_Interface_DSCYF_0060_DHSS Resource Extract UC_Interface_DSCYF_0070_DHSS Case Activity Extract UC_Interface_DSCYF_0080_Child Support Application Extract UC_Interface_DSCYF_0090_Child Support Updates Extract UC_Interface_DSCYF_0100_Child Support Case Load UC_Interface_DSCYF_0110_Child Support Payment Load UC_Interface_DSCYF_0120_Child Support Cost of Care UC_Interface_DSCYF_0130_MMIS Request Extract UC_Interface_DSCYF_0140_MMIS Eligibility Load UC_Interface_DSCYF_0230_MCI Web Service UC_Interface_DSCYF_0240_DOE Enrollment Extract UC_Interface_DSCYF_0250_DOL Wage Request Extract UC_Interface_DSCYF_0260_DOL Wage Load UC_Interface_DSCYF_0270_DOL UI Load UC_Interface_DSCYF_0510_TPL Carrier Information Load UC_Interface_DSCYF_0520_TPL Client Information_Load
S-87	<p>Optional Interfaces FACTS II will provide additional interfaces with automated systems within the State, such as:</p> <ul style="list-style-type: none"> State Central Registry child abuse and neglect Social Security Administration for title II and SSI information, State financial system, (First State Financials) State Licensing System Vital Statistics, Court system, Juvenile Justice Mental health/retardation, State Department of Education, <p>SACWIS VIII.A.1(8)</p>	Use Case Testing		<ul style="list-style-type: none"> UC_Interface_DSCYF_0010_TANF Activity Extract UC_Interface_DSCYF_0020_TANF Request Extract UC_Interface_DSCYF_0030_TANF Load UC_Interface_DSCYF_0040_Medicaid Application Submission Extract UC_Interface_DSCYF_0050_Medicaid Application Response Load UC_Interface_DSCYF_0060_DHSS Resource Extract UC_Interface_DSCYF_0070_DHSS Case Activity Extract UC_Interface_DSCYF_0080_Child Support Application Extract UC_Interface_DSCYF_0090_Child Support Updates Extract UC_Interface_DSCYF_0100_Child Support Case Load UC_Interface_DSCYF_0110_Child Support Payment Load UC_Interface_DSCYF_0120_Child Support Cost of Care UC_Interface_DSCYF_0130_MMIS Request Extract UC_Interface_DSCYF_0140_MMIS Eligibility Load UC_Interface_DSCYF_0150_HIPAA Medicaid Claims 837 Inst UC_Interface_DSCYF_0160_HIPAA Medicaid Claims 837 Pro UC_Interface_DSCYF_0170_HIPAA Medicaid Remittance 835 UC_Interface_DSCYF_0180_CJIS Extract UC_Interface_DSCYF_0190_CJIS Load UC_Interface_DSCYF_0200_CJIS Broker Schedule Information UC_Interface_DSCYF_0210_CJIS Broker Charge Information UC_Interface_DSCYF_0220_DSAMH - Basic Client Information (BCI) Extract UC_Interface_DSCYF_0230_MCI Web Service UC_Interface_DSCYF_0240_DOE Enrollment Extract UC_Interface_DSCYF_0250_DOL Wage Request Extract UC_Interface_DSCYF_0260_DOL Wage Load UC_Interface_DSCYF_0270_DOL UI Load
S-88-1	<p>Provide edits for critical data FACTS II will provide appropriate edits, ranges, checks and prompts for critical or incomplete data. Critical data are defined as anything required for State or Federal reporting or audit (e.g., AFCARS data, child welfare program and eligibility reviews).</p> <p>SACWIS IX.A.1(88)</p>	No Questions		Data Requirement across the board for edit checks across the system.
S-88-2	<p>Provide procedures for supervisory oversight and authorization FACTS II will incorporate procedures for appropriate supervisory oversight and authorization related to case file review. SACWIS IX.A.1(88)</p>	No Questions		General Requirement for supervisory review and authorization activities within the system.
S-88-3	<p>Random Sampling FACTS II will support random sampling based on variable characteristics for audit and other purposes SACWIS IX.A.1(88),</p>	Use Case Testing		<p>Use Cases:</p> <ul style="list-style-type: none"> UC_DMSS_Random Moment_0010_Random Moment Time Sample Survey

Require #	Requirement Description	Requirement Status	Requirement Comment	Use Case(s) Reference/Comments
S-88-5	Track outcome measures and support trend analysis FACTS II will facilitate the tracking of outcome measures via program managers, and support trend analysis of results. SACWIS IX.A.1(88),	Use Case Testing		Requirement to track outcome measures for all services and activities delivered. Data is collected across all services and outcome measures reported with trend analysis. This would include Use Cases for all services across the board. Use Cases: - See All Services Use Cases listed in Requirement 27-20
S-88-6	Generate management reports on client demographics and needs FACTS II will generate summary management reports on client demographics and needs. SACWIS IX.A.1(88),	Use Case Testing		Use Cases: - All Reporting Use Cases (25) apply to this requirement.
S-88-7	Produce reports on length of time in foster care FACTS II will produce reports on the length of time in foster care categorized by identified service needs and services provided. SACWIS IX.A.1(88),	Use Case Testing		Length of time in Foster Care relates to Placement Start and Placement end in DFS. See Use Cases below and also all possible service Use Cases. Use Cases: Foster Care Placement Start Use Cases: - UC_DFS_FC_0120_Placement Authorization - UC_DFS_Investigations_0090_Placement - UC_DFS_Investigations_0090g_ICPC Received - UC_DFS_OCS_0070_Placement - UC_DMSS_Interstate Compact_0050_ICPC Received Foster Care Placement End Use Cases: - UC_DFS_FC_0090_Closed - UC_DFS_Investigations_0090e_ICPC Sending - UC_DFS_OCS_0230_Case_Adoption - UC_DFS_OCS_0240_Case_Guardianship - UC_DFS_OCS_0320_Case_ICPC Sending - UC_DFS_OCS_0350_Case_Home Placement and Visitation - UC_DFS_OCS_0360_Case_PI Closure - UC_DMSS_Interstate Compact_0060_ICPC Sending Related Services Use Cases: - See All Services Use Cases listed in Requirement 27-20
S-88-8	Track critical actions for IV-B and IV-E related cases FACTS II will track referrals and all required time-sensitive actions for title IV-B and IV-E related cases, such as initial and ongoing Administrative Case Reviews, investigations and time sensitive treatment and service plans. SACWIS IX.A.1(88)	Use Case Testing		Requirements for Foster Care related cases to follow all SACWIS rules and actions. Applies across DFS Hotline, Investigation, Treatment, & Permanency Use Cases. DFS CAN Hotline Use Cases: - UC_DFS_Intake_0010_CAN_Intake Hotline Reports - UC_DFS_Intake_0020_CAN Intake Disposition DFS CAN Investigation Use Cases: - See all CAN Investigation Use Cases Listed Under Requirement 24-4 DFS Treatment & Permanency Use Cases: - See all Treatment & Permanency Use Cases listed under Requirement 12-4
S-88-9	Provide an tickler system for required case actions FACTS II will alert line, supervisory, and management staff when required action is delayed beyond a Federal, State, or court mandated time frame. SACWIS IX.A.1(88),	No Questions		General Requirement for messaging to alert supervisory and management staff for Fed and State non-compliances.
S-88-10	Automatic Referral for delays FACTS II will automatically request an investigation and track the case to ensure its completion in cases where a reviewer enters information on an apparent problem of abuse or neglect in a foster home. SACWIS IX.A.1(88),	Use Case Testing		Requirement for DFS CAN Hotline Incidents. Use Cases: - UC_DFS_Intake_0010_CAN_Intake Hotline Reports - UC_DFS_Intake_0020_CAN Intake Disposition
S-88-11	Link data to determine IV-E eligibility FACTS II will maintain and link variable and static data used to determine eligibility for title IV-E payments. SACWIS IX.A.1(88),	Use Case Testing		Requirement for functionality to determine IV-E eligibility. Use Cases: - UC_DMSS_Eligibility_0010_IV-E Initial Determination - UC_DMSS_Eligibility_0030_Title IV-E Redetermination
S-88-12	Establish data relationships between providers, clients, services and payments FACTS II will establish data entity relationships between providers, clients, services, and payments. SACWIS IX.A.1(88),	No Questions		Data Relationship requirement between providers, clients, services, and payments.

Require #	Requirement Description	Requirement Status	Requirement Comment	Use Case(s) Reference/Comments
S-88-13	Account for financial reconciliation payments FACTS II will account for appropriate financial reconciliation of payments including overpayments and recovery by occurrence. SACWIS IX.A.1(88),	Use Case Testing		Use Cases: - See all Use Cases listed under Requirement S-62 and S-63.
S-88-14	Maintain comprehensive case management data FACTS II will contain all data necessary to effectively manage a case. SACWIS IX.A.1(88),	No Questions		General Data Requirement for cases.
S-88-15	Multiple Case Support FACTS II must be able to track a child across multiple cases and / or occurrences SACWIS IX.A.1(88),	No Questions		Data Relationship Requirement between Child and Cases.
S-88-16	Support quality assurance reviews FACTS II (the quality assurance function) will support the review of case files for accuracy, completeness, and compliance with Federal requirements and State standards. SACWIS IX.A.1(88)	Use Case Testing		Use Cases: - UC_DFS_QA Review_0010_CAN Intake (screen-in_ screen-out) - UC_DFS_QA Review_0020_CAN Investigation - UC_DFS_QA Review_0030_Institutional Abuse Investigation - UC_DFS_QA Review_0040_Permanency - UC_DFS_QA Review_0050_Treatment - UC_DYRS_Directors Office_0090_QA Review
S-88-17	AFCARS reporting FACTS II must capture and transmit all known cases in the AFCARS report, including cases with incomplete information or untimely actions SACWIS IX.A.1(88),	Use Case Testing		Use Cases: - UC_Interface_DSCYF_0400_AFCARS Foster Care Extract - UC_Interface_DSCYF_0410_AFCARS Adoption Extract
S-C-1	FACTS II must record and track the "reasonable efforts" requirement to finalize a child's permanent plan SACWIS Appendix C.1	Use Case Testing		A child's permanent plan relates to Permanency...this is a requirement to record and track "reasonable efforts" to create their plan during Treatment and Permanency. Would apply to most activities during Treatment and Permanency Use Cases. Use Cases: - See all Treatment & Permanency Use Cases listed under Requirement 12-4
S-C-2	FACTS II must track whether a criminal record check has been completed prior to the placement of a child in a foster or adoptive home SACWIS Appendix C.2	Use Case Testing		Use Cases: - UC_DFS_CHU_0020_Criminal History Search - UC_DFS_CHU_0030_Criminal History Background Check Entry-Update - UC_DFS_Investigations_0010_Review New Assignment - UC_DFS_Investigations_0050_Background Checks Completed
S-C-3	FACTS II must record and track whether any court determined aggravated circumstances (as defined by State law) exists SACWIS Appendix C.3	Need Specific Use Case	Schedule A - Final mapping of Technical requirements to Epics in the "Needs Specific Use Case" category will be finalized only after a complete mapping is accomplished as a deliverable by the Department in Sprint 0.	Data Requirement to track court determined aggravated circumstances for the child.
S-C-4	FACTS II must track and report if the permanency hearing is held for the child within thirty days after the determination, If it is determined that reasonable efforts to reunify the family are not required, due to the existence of aggravated circumstances, SACWIS Appendix C.4	Use Case Testing		Use Cases: UC_DFS_OCS_0200_Case_Permanency Committee
S-C-5	FACTS II must support the notification requirement to the foster parent, pre-adoptive parent, or relative providing care for a child, of the right to be heard in permanency hearings and six-month periodic reviews held with respect to the child SACWIS Appendix C.5	Use Case Testing		Use Cases: UC_DFS_OCS_0200_Case_Permanency Committee
S-C-6	FACTS II must support the tracking of a child in foster care fifteen of the last twenty-two months SACWIS Appendix C.6	Use Case Testing		Historical data requirement to track the child in foster care. Applies to all Use Cases while child is in Foster Care. Use Cases: - See all use cases referenced under Requirement S-88-7
S-C-7	FACTS II must provide for the documentation in the case plan of compelling reasons exist for not filing a termination of parental rights petition SACWIS Appendix C.7	Use Case Testing		Specific requirement for Service Plan. Use Cases: - See all Service Planning Use Cases listed under Requirement 26-1.
S-C-8	FACTS II Must be able to track if the services necessary for the safe return of the child have been provided to the child's family within the time period defined in the case plan SACWIS Appendix C.8	Use Case Testing		Requirement for the relationship between Service Plans and Services. Use Cases: - See all Use Cases referenced under Requirement 27-20

Require #	Requirement Description	Requirement Status	Requirement Comment	Use Case(s) Reference/Comments
S-C-9	In the case of a child for whom the permanency plan is adoption or placement in another permanent home, FACTS II must track and record the steps the agency is taking to find an adoptive home or other permanent living arrangement. SACWIS Appendix C.9	Use Case Testing		This requirement applies across all Treatment & Permanency Use Cases. Use Cases: - See all Treatment & Permanency Use Cases listed under Requirement 12-4
S-C-10	FACTS II must support the data collection efforts for the Adoption Incentive Program. SACWIS Appendix C.10	Use Case Testing		This requirement applies across all Treatment & Permanency Use Cases. Use Cases: - See all Treatment & Permanency Use Cases listed under Requirement 12-4
S-C-11	FACTS II must support the data collection needs for the outcome measures used to assess State performance in operating child protection and child welfare programs under title IV-E. SACWIS Appendix C.11	Need Specific Use Case	Schedule A - Final mapping of Technical requirements to Epics in the "Needs Specific Use Case" category will be finalized only after a complete mapping is accomplished as a deliverable by the Department in Sprint 0.	General data collection Requirement across the entire system. Requirement related to all Independent Living and NYTD processing.
S-C-16	FACTS II must the data collection requirements in the CFCIP. How does the system track independent living services being provided to all youth in care? How does the system support the collection of outcomes for youth at ages 17, 19, and 21 per the NYTD requirements. SACWIS Appendix C1	Use Case Testing	Schedule A - Technical requirements will be finalized only after a complete mapping of the Epics to Technical Requirements categorized as "Use Case Testing" is accomplished as a deliverable by the Department in Sprint 0. After Sprint 0, the Department will use as Acceptance Criteria the specific requirement linked to the mapped Use Case(s) only	Use Cases: - UC_DFS_OCS_0330_IL Services and Referral - UC_DFS_OCS_0335_Case_IL Referral - UC_DFS_OCS_0340_Case_NYTD - UC_Interface_DSCYF_0420_NYTD - UC_DFS_IL_0010_IL Providers IL Referral Acceptance - UC_DFS_IL_0020_IL Providers Assessments - UC_DFS_IL_0030_IL Providers Initiate Service Plans - UC_DFS_IL_0040_IL Providers Service Plan Updates - UC_DFS_IL_0050_IL Providers Service Log Updates - UC_DFS_IL_0060_IL Providers Monthly Survey - UC_DFS_IL_0070_IL Providers NYTD Survey - UC_DFS_IL_0080_IL Provider Create-Approve-Submit Invoice - UC_DFS_IL_0090_IL End Provider Service and-or Start Second Referral - UC_DFS_IL_0100_IL PI Closure
S-C-17	FACTS II must support the timely home study procedures and requirements of section 471(a)(25) and (26) of the Social Security Act.. SACWIS Appendix C1	Use Case Testing	Schedule A - Technical requirements will be finalized only after a complete mapping of the Epics to Technical Requirements categorized as "Use Case Testing" is accomplished as a deliverable by the Department in Sprint 0. After Sprint 0, the Department will use as Acceptance Criteria the specific requirement linked to the mapped Use Case(s) only	This applies to Use Cases related to the Home Study or Home Safety Assessment. Use Cases: - UC_DFS_Investigations_0090a_Home Safety Assessment - UC_DFS_Investigations_0090g_ICPC Received (Home Study) - UC_DFS_FC_0010_Recruitment Provider Creation (Home Study) - UC_DFS_FC_0040_Supervisor Approvals (Home Study) - UC_DFS_OCS_0070c_Case_Home Safety Assessment - UC_DYRS_Community_0070_ICJ-incoming (Home investigation) - UC_DMSS_Interstate Compact_0030_ICJ Received (Home Study) - UC_DMSS_Interstate Compact_0040_ICJ Sending (Home Study) - UC_DMSS_Interstate Compact_0050_ICPC Received (Home Study) - UC_DMSS_Interstate Compact_0060_ICPC Sending (Home Study)
S-C-18	FACTS II must support the Adam Walsh Child Protection and Safety Act of 2006. Include the following areas in your response: • Tracking/documenting criminal backgrounds and CAN registry information; • Authorizing title IV-E eligibility payments in accordance with the restrictions related to parent felony convictions; • Protecting information obtained from CAN registries. SACWIS Appendix C18	Use Case Testing	Schedule A - Technical requirements will be finalized only after a complete mapping of the Epics to Technical Requirements categorized as "Use Case Testing" is accomplished as a deliverable by the Department in Sprint 0. After Sprint 0, the Department will use as Acceptance Criteria the specific requirement linked to the mapped Use Case(s) only	Use Cases: - See Use Cases listed for Requirement 23-9
9-8.1		Withdrawn		DSCYF Review
S-74-6	Duplicate with Emergency Reports	Withdrawn		DSCYF Review
S-74-9	It had been added since there was a requirement.	Withdrawn		DSCYF Review
S-74-13	This report should be a ad-hoc report and will be developed using BI Tool.	Withdrawn		DSCYF Review
S-74-15	This is a new report that Mary put in but she wanted to take back.	Withdrawn		DSCYF Review
S-74-16	Not required	Withdrawn		DSCYF Review
S-74-17	Not Required	Withdrawn		DSCYF Review

Require #	Requirement Description	Requirement Status	Requirement Comment	Use Case(s) Reference/Comments
S-74-22	This is duplicate of matrix reprot.	Withdrawn		DSCYF Review
S-74-29	This report will be withdrawn.	Withdrawn		DSCYF Review
S-74-30		Withdrawn		DSCYF Review
S-74-31	Duplicate report	Withdrawn		DSCYF Review
S-74-34	Need to remove this report from the list.	Withdrawn		DSCYF Review
S-74-35	Need to remove this report from the list.	Withdrawn		DSCYF Review
S-74-36	Need to remove this report from the list.	Withdrawn		DSCYF Review
S-74-37	Need to remove this report from the list.	Withdrawn		DSCYF Review
S-74-38	Need to remove this report from the list.	Withdrawn		DSCYF Review
S-74-40	DSCYF requested to remove from the list.	Withdrawn		DSCYF Review
S-74-41	DSCYF requested to remove from the list.	Withdrawn		DSCYF Review
S-74-42	DSCYF requested to remove from the list.	Withdrawn		DSCYF Review
S-74-43	Duplicate of S-74-4 and S-74-5.	Withdrawn		DSCYF Review
S-74-44	DSCYF requested to remove from the list.	Withdrawn		DSCYF Review
S-74-46	DSCYF requested to remove from the list.	Withdrawn		DSCYF Review
S-82-1	Federal SACWIS-required interfaces – DHSS (TANF/IV-A)	Covered in other Requirement		DSCYF Review
S-82-2	Federal SACWIS-required interfaces – DACSES (Child Support)	Covered in other Requirement		DSCYF Review
S-82-3	Federal SACWIS-required interfaces – MMIS (Medicaid Management Information Systems)	Covered in other Requirement		DSCYF Review
S-82-4	FACTS II must interface with other DSCYF systems that are not included in the solution, for example: Help desk software	Withdrawn		DSCYF Review
S-82-5	Delaware Courts systems – Courts Management and Education Tool (COMET)	Withdrawn		DSCYF Review
S-82-6	Delaware Courts systems – Courts Organized To Serve (COTS)	Withdrawn		DSCYF Review
S-82-7		Withdrawn		DSCYF Review
S-82-8	Delaware Courts systems – Juvenile Information System	Withdrawn		DSCYF Review
S-82-9	Delaware Courts systems – Office of Child Advocate	Withdrawn		DSCYF Review
S-82-10	Delaware Department of Justice systems – Criminal Justice Information System (CJIS).	Withdrawn		DSCYF Review
S-82-11	Delaware Health Information Network (DHIN)	Withdrawn		DSCYF Review
S-82-12	Delaware Department of Health and Social Services systems – Delaware Substance Abuse and Mental Health Data mart (DSAMH)	Withdrawn		DSCYF Review
S-82-13	Delaware Department of Health and Social Services systems – Delaware Client Information System	Withdrawn		DSCYF Review
S-82-14	Delaware Department of Health and Social Services systems – Master Client Index	Use Case Testing	UC_Interface_DSCYF_0230_MCI Web Service	DSCYF Review
S-82-15	No TFS detail	Withdrawn		DSCYF Review
S-82-16	Delaware Department of Health and Social Services systems – Electronic Vital Records System (EVRS)	Withdrawn		DSCYF Review
S-82-17	Delaware Department of Health and Social Services systems – Integrated Services Information System (ISIS)	Withdrawn		DSCYF Review
S-82-18	Delaware Department of Health and Social Services systems – Vaccination Immunization Records System (VAC-ATTACK)	Withdrawn		DSCYF Review
S-82-19	Delaware Department of Health and Social Services systems – Fire Marshall	Withdrawn		DSCYF Review
S-82-20	Delaware Department of Health and Social Services systems – COLD (reconciles Medicaid revenue)	Withdrawn		DSCYF Review
S-82-21	Delaware Department of Education – Delaware Student Information System (DELSIS)	Withdrawn		DSCYF Review
S-82-22	Delaware Department of Education – eSchoolPlus	Withdrawn		DSCYF Review
S-82-23	Delaware Department of Labor – Division of Unemployment Information System	Use Case Testing	Covered in Interfaces UC 0250, 0260, 0270	DSCYF Review
S-82-24	Delaware Department of Revenue – Business Licensing System	Withdrawn		DSCYF Review
S-82-25	Delaware Department of Technology and Information – Worker Information System	Withdrawn		DSCYF Review
S-82-26		Withdrawn		DSCYF Review
S-82-27		Withdrawn		DSCYF Review

Require #	Requirement Description	Requirement Status	Requirement Comment	Use Case(s) Reference/Comments
S-82-28		Withdrawn		DSCYF Review
S-82-29	First State Financials (FSF)	Use Case Testing	Covered in Interface UC's 0280-0360	DSCYF Review
S-82-30	Delaware Office of State Planning Coordination – Human Resources Management System (PHRST)	Withdrawn		DSCYF Review
S-82-31	Delaware Department of the Treasury – Client Payments Application (CPA)	Use Case Testing		UC_DMSS_Finance_0170_CPA Document View and Approve
S-82-32	PNC Bank – CPA	Use Case Testing		UC_Interface_DSCYF_0380_STPV PNC ACH File
S-82-33	Prevent Child Abuse Delaware – PCAD System:	Withdrawn		DSCYF Review
S-82-34	National Adoption Committee – National Adoption Exchange (NAE)	Withdrawn		DSCYF Review
S-82-35	Local Police Departments – Manual transmission of electronic data on child care locations to be matched against the Sex Abuse Registry.	Withdrawn		DSCYF Review
S-82-36		Withdrawn		DSCYF Review
S-82-37		Withdrawn		DSCYF Review
S-82-38		Withdrawn		DSCYF Review
S-82-39		Withdrawn		DSCYF Review
NEW-INT-1		Withdrawn		DSCYF Review
NEW-INT-2		Withdrawn		DSCYF Review
NEW-INT-3		Withdrawn		DSCYF Review
NEW-INT-4		Withdrawn		DSCYF Review
NEW-INT-5		Withdrawn		DSCYF Review
NEW-INT-6		Withdrawn		DSCYF Review
NEW-INT-7		Withdrawn		DSCYF Review
NEW-INT-8		Withdrawn		DSCYF Review
NEW-INT-9		Withdrawn		DSCYF Review
NEW-INT-10		Withdrawn		DSCYF Review
NEW-INT-11		Withdrawn		DSCYF Review
NEW-INT-12		Withdrawn		DSCYF Review
NEW-INT-13		Withdrawn		DSCYF Review
NEW-INT-14		Withdrawn		DSCYF Review
NEW-INT-15		Withdrawn		DSCYF Review
NEW-INT-16		Withdrawn		DSCYF Review
NEW-INT-17		Withdrawn		DSCYF Review
NEW-INT-18		Withdrawn		DSCYF Review
NEW-INT-19		Withdrawn		DSCYF Review
NEW-INT-20		Withdrawn		DSCYF Review
NEW-INT-21		Withdrawn		DSCYF Review
NEW-INT-22		Withdrawn		DSCYF Review