

OCCMS news

Issue 10 • Spring 2007

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Welcome to the Spring 2007 OCCMS Newsletter

After a busy fall and winter implementing Income Testing, Best Start, and completing the Strengthening Our Partnerships Project, the OCCMS team is now busy testing the next release of Web Version 6.1 and Windows Version 4.6.

What's New: Web Version 6.1 and Windows Version 4.6

• **Version 4.6 is the final release on Windows** •

Changes include:

Best Start Data Elements

- Provider site license tab
- RO47 - Licensed Capacity and Vacancy
- RO59 - Licensed Capacity and Vacancy per Site
- Child Care Directory
- Attendance schedule: JK & SK vacancies available under the centre tab

Income Test Changes

- Printable Income Test form
- A "total" column has been added for Annual Income from Notice of Assessment, Annual Income from Canada Child Tax Benefit and Disability Deduction
- Entering Annual Income from Canada Child Tax Benefit has changed
- First Income Test Adjusted Annual Income replaces the First Income Test Available Monthly Income

Important Dates to Remember

June 2007 - Version 6.1 & 4.6 Release

August 24, 2007 - Batch 11 Change Requests Due

The change request form is available at www.missioninc.com/OCCMS-SMM

September 24, 2007 - Next User Group meeting from 10:00 a.m. to 3:30 p.m. at the South Service Centre - 50 High Tech Road, Richmond Hill, Ontario • Lunch provided



Helpful Tips

- Having two OCCMS databases open at the same time slows down the program and generates error messages
- Upgrading to Internet Explorer Version 7 will help with speed issues - it has fewer memory problems than Version 6
- If you are unable to upgrade to Internet Explorer Version 7, close and reopen your Internet browser periodically throughout the day
- Enter summer start date and school start date under the Admin settings
- If a child changes care code while in Advance Funding, OCCMS restarts the 22 day calculation, therefore, the days must be tracked manually

We continue to work with Mission to address the speed and memory concerns that you identified in the last survey we distributed. To help reduce the number of steps required to print reports and reduce the number of crystal reports on the system, we will be distributing a report survey to you later in June.

Training Opportunities

Kelly is committed and available to assist all CMSMs/DSSABs in converting their operator's attendance to Web. To date, 18 CMSMs/DSSABs have converted their operators to Web and the response has been positive.

If you are interested in custom training, there are times available in July and August.

Contact Kelly to schedule training for your staff and/or operators.

Please forward Kelly's monthly training calendar to staff who may be interested in attending training.

User Group Meeting

A successful user group meeting was held on April 30, 2007. Thirty-two CMSMs/DSSABs were in attendance to vote on Batch 10 change requests (95). Thank you to CMSMs/DSSABs for your input and support. Your commitment will promote the development of many useful enhancements on future releases.

In response to many requests, the next OCCMS user group meeting will be a full day from 10:00 a.m. to 3:30 p.m. on September 24, 2007. Lunch will be provided.

OCCMS Team Contact Information



For "how-tos" and business practice related questions, contact Kelly Clare or Colleen Hildebrant:

- ▶ Help Line: 8:00 a.m. to 4:30 p.m. ▶ Monday to Friday
- ▶ 1-877-464-9675 or 905-830-4444

Kelly Clare, ext. 2058 / kelly.clare@york.ca

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For OCCMS technical support:

- ▶ support@missioninc.com
- ▶ 416-590-9844 - press 1 to reach the Help Desk

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