

## NOHO CARE 6.16

NoHo CARE version 6.16 contains the following:

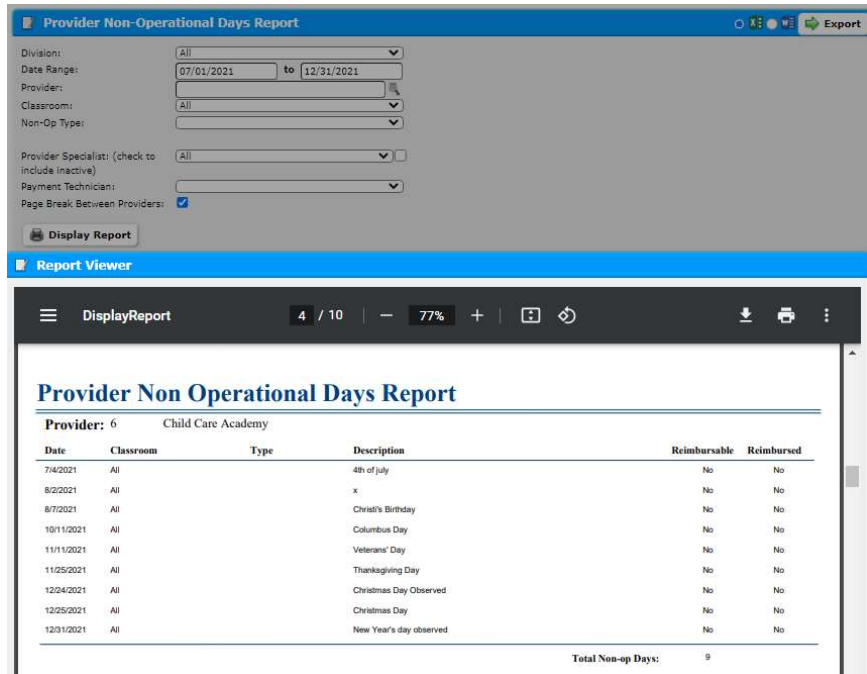


### NEW FEATURES

1. **Provider Form – Direct Deposit Notification:** A new “Direct Deposit Notification” menu has been added. The agency will be able to set up a job to add PDF copies of the direct deposits made to providers. This menu will be hidden by default. The system administrator may enable it by granting appropriate rights to security object “FORM Provider Direct Deposit Notification.” **Note: This is a custom feature and not available to all agencies.**
2. **Reports – Attendance Breakdown Report:** There is a new Attendance Breakdown Report to assist with Head Start reporting requirements. This report displays the following attendance information.
  - Present = Days in attendance history with no absences.
  - Best Interest = Absences with code BI
  - Unexcused = Absences with code 02
  - Excused = Absences with code 01
  - ADA = Present / Enrolled days
  - Enroll = Child’s enrolled date
  - Drop = Child’s termination date

Attendance Breakdown								
Center Name Here			[no classroom]					
Child	Present	Enrolled	Best Interest	Unexcused	Excused	ADA	Enroll	Drop
Garcia, Carlos (39)	16	20	1	2	1	80%	1/1/2019	
Jeagar, Adi (33)	13	22	0	0	0	59.09%	3/20/2021	
Smith, Susan (4)	0	9	0	0	0	0%	9/1/2020	
<b>Classroom Totals:</b> [no classroom]	29	51	1	2	1	56.86%		

3. **Reports – Provider Non-Operational Days:** There is a new report titled "Provider Non-Operational Days Report" that will display the provider's name, ID, and non-operational day information. The report can be filtered by: Division, Date Range, Provider, Classroom, Non-Op Type, Provider Specialist, and Payment Technician.



Date	Classroom	Type	Description	Reimbursable	Reimbursed
7/4/2021	All		4th of July	No	No
8/2/2021	All		x	No	No
8/7/2021	All		Christ's Birthday	No	No
10/11/2021	All		Columbus Day	No	No
11/11/2021	All		Veterans' Day	No	No
11/25/2021	All		Thanksgiving Day	No	No
12/04/2021	All		Christmas Day Observed	No	No
12/25/2021	All		Christmas Day	No	No
12/31/2021	All		New Year's day observed	No	No
Total Non-op Days:				9	

4. **Utilities – System Options - External Applications Page:** There is a new system option labeled "Allow Denied Providers to be Linked." When enabled, providers that have the "Denied" box selected can still have their Portal account linked to the provider record in the CARE database.
5. **Utilities – System Options - General Page:** The following system options have been added to this page:
  - i. **Child Form:** There is a new system option labeled "Notify users to review family income when new child is added." When enabled, users will be prompted to review family income any time a new child record is created.
  - ii. **Family Form:**
    1. There is a new system option labeled "Generate reminder on certification stop date add or change." When enabled, a reminder called "Past Due Certification Stop Date" will appear on the primary specialist's dashboard any time a family's certification stop date is entered or edited. The date on the reminder will be the same as the date entered in the certification stop date field.
    2. There is a new system option labeled "Disable notification to copy main address to mailing address". When enabled, users will not get the popup to copy the main address to the mailing address when saving the family form.

### iii. **Provider Form:**

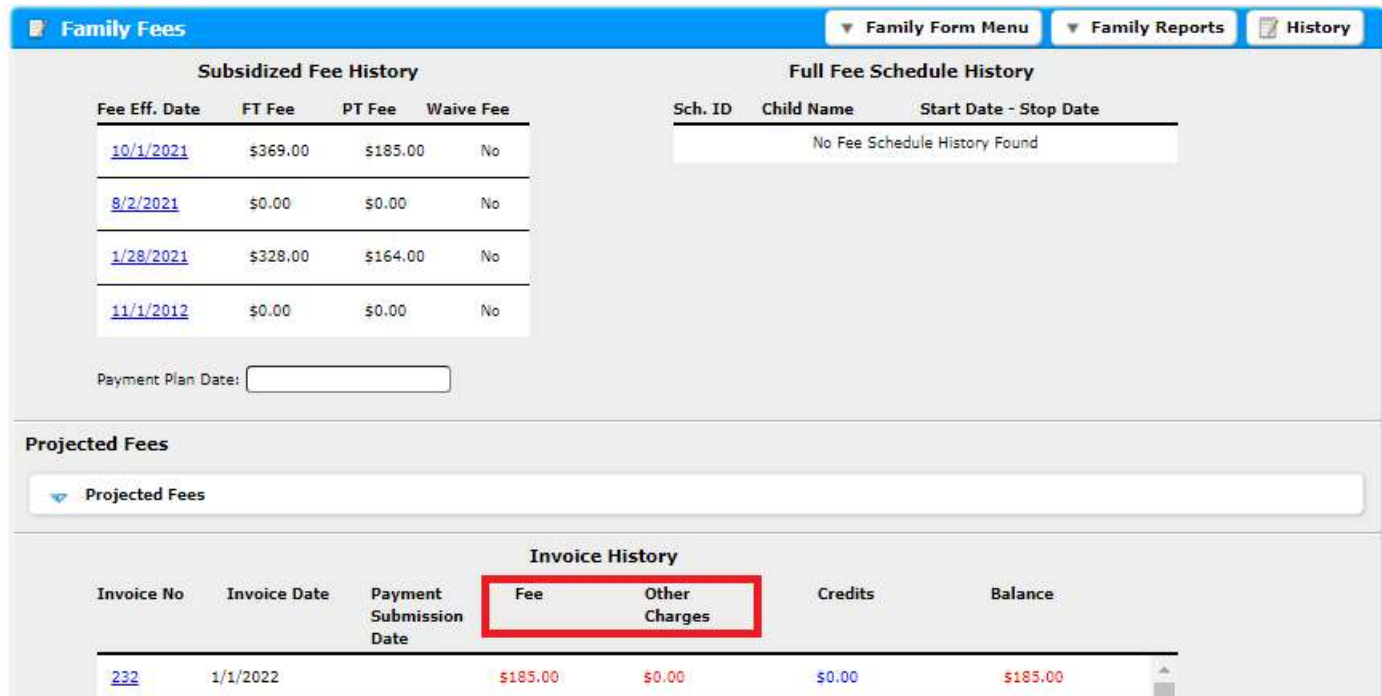
1. There is a new system option labeled “Disable notification to copy main address to mailing address”. When enabled, users will not get the popup to copy the main address to the mailing address when saving the provider form.
2. A new system option labeled “Generate reminder and status entry on service stop date add or change”. When a service end date is added for a provider, a status entry with a start date matching the service end date will be added to the provider's Status Entry page. A reminder will also be added to the provider specialist's dashboard with a due date 15 days before the service end date. A new reminder and status entry will be added when the service end date is changed.
6. **Utilities – System Options - Provider Payment:** A system option labeled “Disable Provider/Schedule Alerts pop up in Provider Payment Entry” has been added to allow administrators to disable the popup for provider and schedule alerts on the Provider Payment Entry page.
7. **Utilities – System Options - Validation – Schedule Form:** There is a new system option labeled "Prevent Schedules with Overlapping Days and/or Times." When enabled, users will not be able to save schedules with overlapping days and/or times.



## IMPROVEMENTS

1. **Child Form – Grade Level:** Preschool has been added as an option for the child's grade level. This grade level will have to be changed manually when the child continues to the next grade. Note, once the child is in TK, the grade level will automatically update to the subsequent grade level on June 30<sup>th</sup> of every year. If the child does not advance grade levels, the grade will need to be adjusted manually.
2. **Child Form – Special Needs:** Users will not be able to add the same special need description with overlapping dates.
3. **Family Fees – Family Fee History:** A new “Trans. Type” filter has been added to allow users to filter by transaction type.
4. **Family Form – Case Notes:** A case note will be added to the Family Case Notes page when a file is uploaded to their Documents page either through the family portal or CARE.

5. **Family Form – Family Fees:** In the previous version, the listing of the invoices was listing all charges under one column. This was causing some confusion when comparing the charges to the family fee amount. To provide some clarity, a “Fee” column has been added to only display fee transactions. All other charges will be listed under “Other Charges”. These changes were also applied to the Family Fee section on the family’s dashboard.



Fee Eff. Date	FT Fee	PT Fee	Waive Fee
<a href="#">10/1/2021</a>	\$369.00	\$185.00	No
<a href="#">8/2/2021</a>	\$0.00	\$0.00	No
<a href="#">1/28/2021</a>	\$328.00	\$164.00	No
<a href="#">11/1/2012</a>	\$0.00	\$0.00	No

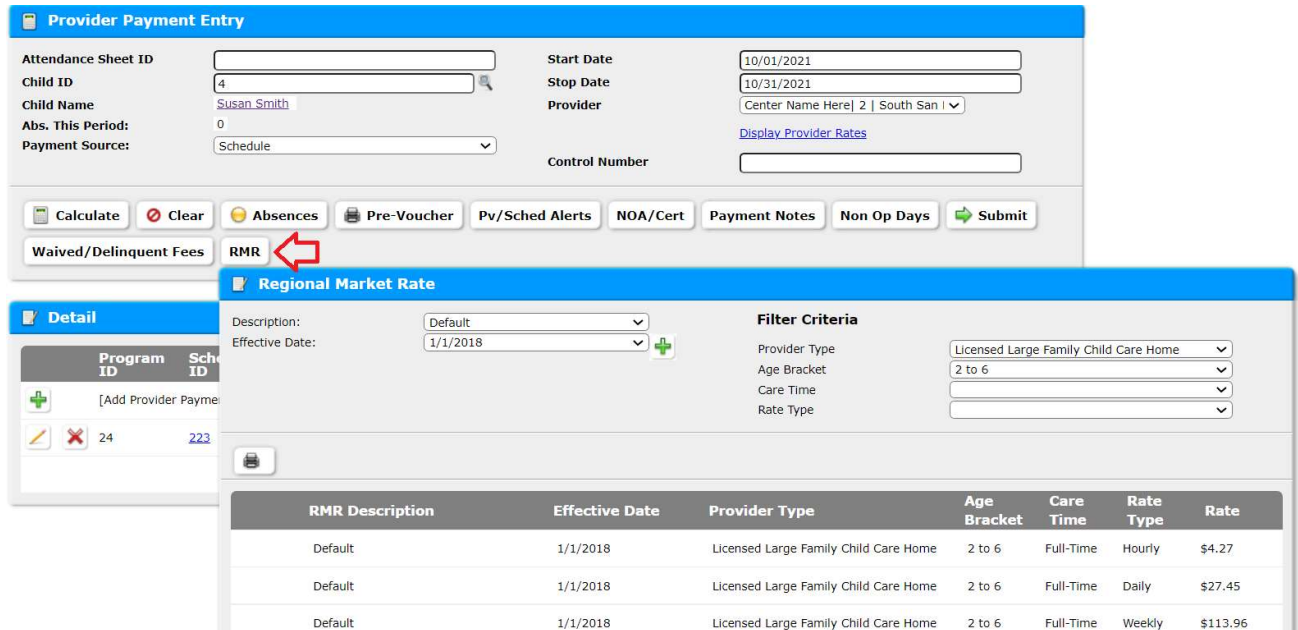
Payment Plan Date:

Invoice No	Invoice Date	Payment Submission Date	Fee	Other Charges	Credits	Balance
<a href="#">232</a>	1/1/2022		\$185.00	\$0.00	\$0.00	\$185.00

6. **Family Form – Income:** Hourly income has been added as a pay period option in the income calculator. The calculator will calculate the estimated monthly income based on the pay rate and hours worked per week.
7. **Family Form – NOA (CDSS):** The family ID has been added to the bottom of each page.
8. **Provider Form – Payment Alerts:** The following improvements were made:
  - a. Effective Date filters have been added to allow users to display active entries during the desired date range.
  - b. A “Show Inactive” box has been added. This box will be checked by default displaying all entries. The effective date filters will be disabled; however, users can use the date filter by unchecking the “Show Inactive” box. If the user unchecks the box, the Effective From field will display the first of the previous month and the list will only display entries in effect since the previous month and forward. The user can enter any date range in the effective date range but the “Show Inactive” box does need to be unchecked.
  - c. A descriptive text has been added to the header of this menu to inform users where the information will appear in CARE.

9. **Provider Payment – Provider Payment Entry:** The following changes have been made.

- a. A button labeled RMR has been added to the form. When clicked, a popup with the RMR table linked to the program will appear. Note: The button will not be available until the payment has been calculated.

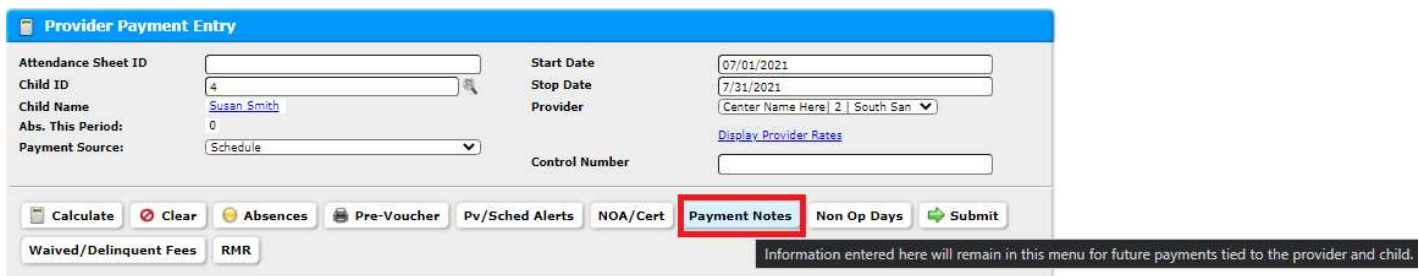


The screenshot shows the 'Provider Payment Entry' form with fields for Attendance Sheet ID, Child ID (4), Child Name (Susan Smith), Abs. This Period (0), Payment Source (Schedule), Start Date (10/01/2021), Stop Date (10/31/2021), Provider (Center Name Here | 2 | South San), and Control Number. A red arrow points to the 'RMR' button in the bottom toolbar. Below the form, the 'Regional Market Rate' popup is displayed, showing a table of RMR rates.

RMR Description	Effective Date	Provider Type	Age Bracket	Care Time	Rate Type	Rate
Default	1/1/2018	Licensed Large Family Child Care Home	2 to 6	Full-Time	Hourly	\$4.27
Default	1/1/2018	Licensed Large Family Child Care Home	2 to 6	Full-Time	Daily	\$27.45
Default	1/1/2018	Licensed Large Family Child Care Home	2 to 6	Full-Time	Weekly	\$113.96

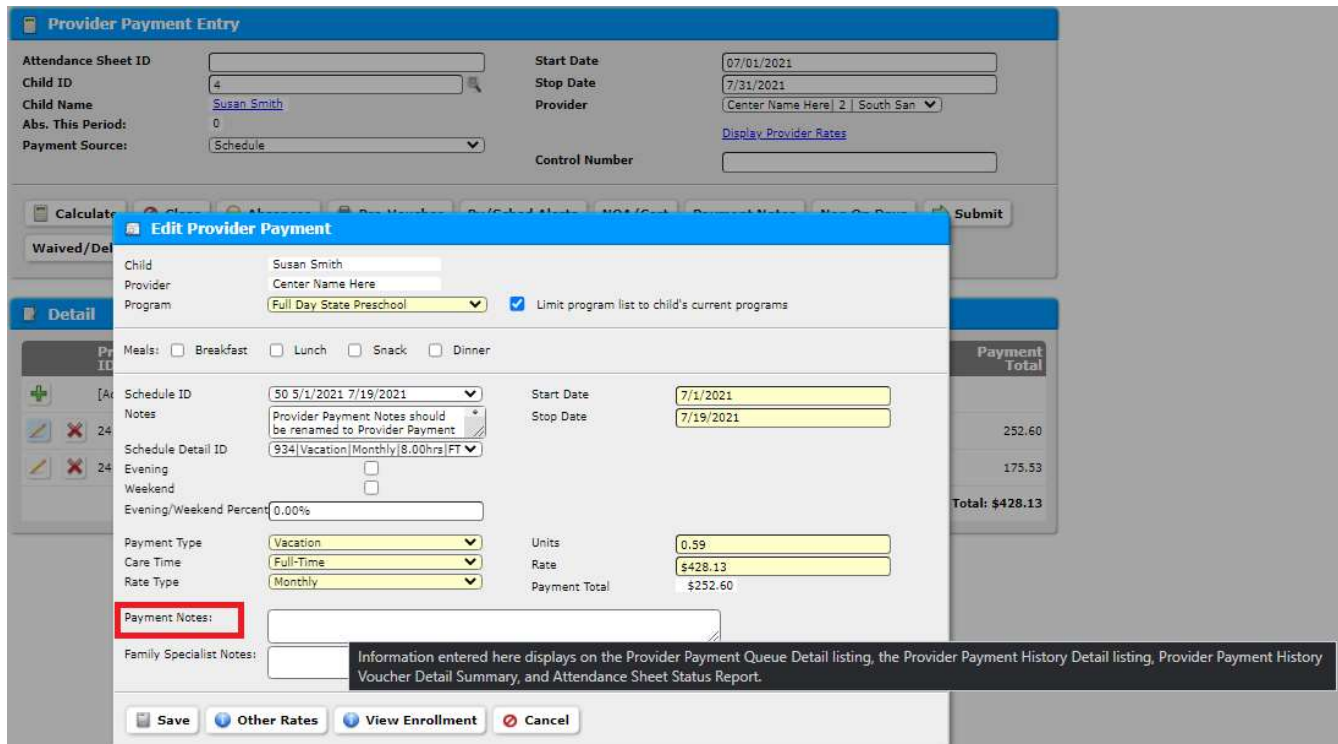
- b. A date range filter has been added to the Payment Notes popup on the Provider Payment Entry page. Users can filter the notes by date and also print payment notes for the desired date range.
- c. The following items will display a description of where the feature is used throughout the CARE system when the user hovers over these buttons or fields.

i. Payment Notes button



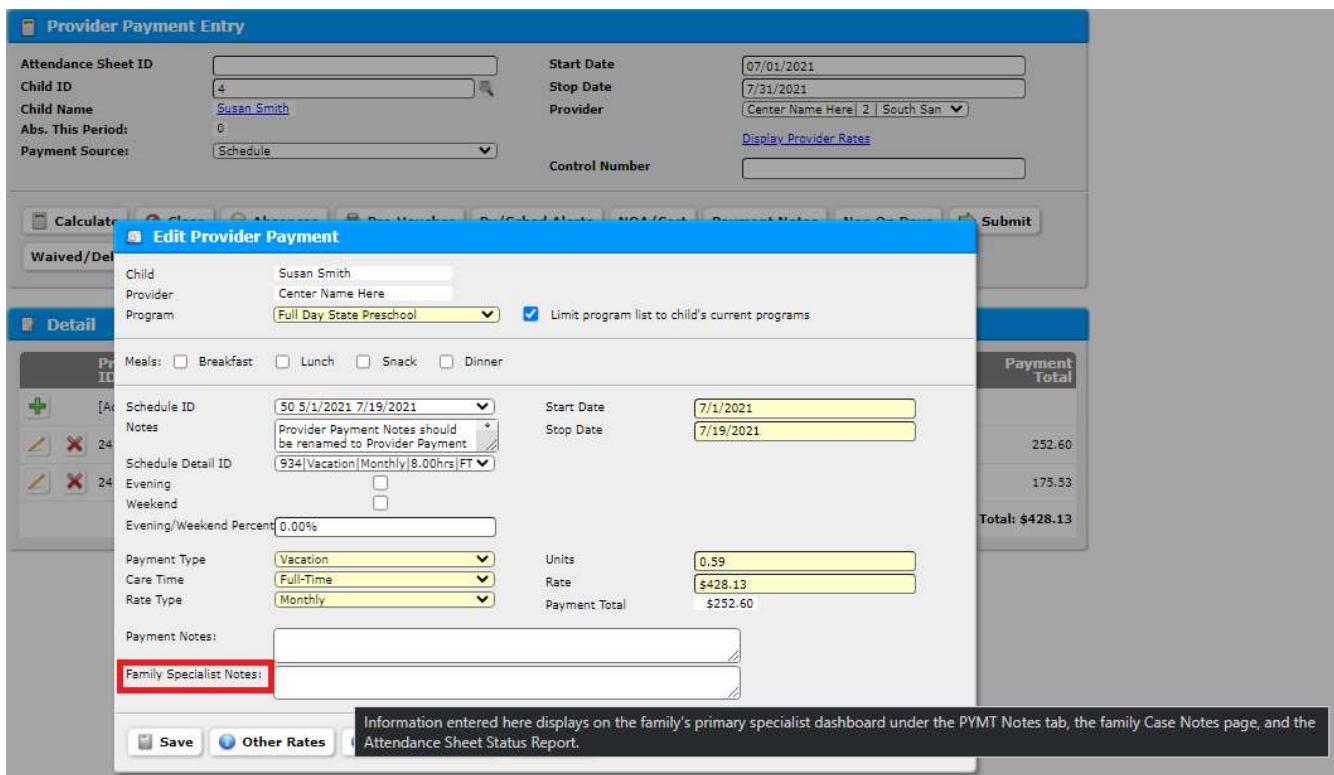
The screenshot shows the 'Provider Payment Entry' form with the 'Payment Notes' button highlighted in a red box in the bottom toolbar. A tooltip message is visible at the bottom right: 'Information entered here will remain in this menu for future payments tied to the provider and child.'

ii. Payment Notes field when editing the calculation.



The screenshot shows the 'Edit Provider Payment' dialog box in the NOHO software. The 'Payment Notes' field is highlighted with a red rectangle. The dialog box contains various fields for editing a payment entry, including Child ID, Provider, Program, Schedule ID, Start Date, Stop Date, Payment Type, Care Time, Rate Type, and Payment Total. A message at the bottom states: 'Information entered here displays on the Provider Payment Queue Detail listing, the Provider Payment History Detail listing, Provider Payment History Voucher Detail Summary, and Attendance Sheet Status Report.'

iii. Family Specialist Notes field when editing the payment calculation



The screenshot shows the 'Edit Provider Payment' dialog box in the NOHO software. The 'Family Specialist Notes' field is highlighted with a red rectangle. The dialog box contains various fields for editing a payment entry, including Child ID, Provider, Program, Schedule ID, Start Date, Stop Date, Payment Type, Care Time, Rate Type, and Payment Total. A message at the bottom states: 'Information entered here displays on the family's primary specialist dashboard under the PYMT Notes tab, the family Case Notes page, and the Attendance Sheet Status Report.'



10. **Reports – Audit Log:** The audit log will now track when Provider NOAs are created from the Provider NOA Report and the Provider Form. The report will now also track log-off information and unsuccessful login attempts.
11. **Reports – CDNFS 8500 & 8500 MCHS (Default Format Only):** A “Lock Family information after report generation” box has been added to these reports. When this box is checked, the following records will either be disabled or locked for edits on or before the report stop date. This feature was added to prevent data from changing from one report to the next.
  - a. Child Date of Birth
  - b. Child Enrolled Date
  - c. Special Needs
  - d. Child Schedules
  - e. Family and Child Termination Dates
  - f. Family First Serve Date
  - g. Family Income/Fee
12. **Reports – CDNFS 8500, 8500 MCHS, 9500 Attendance, 9500 MCHS – Accounting:** In previous versions, the accounting data was only saved by division. This feature has been enhanced to not only save data by division but also by program group.
13. **Reports – Certificate:** The Stanislaus Certificate format has been updated according to client specifications.
14. **Reports – CW-115 Detail Listing:** An export option has been added to the detail listing report.
15. **Reports – Provider Report:** The following changes have been made.
  - a. A Payment Technician filter has been added to the Provider Report.
  - b. Users can now select multiple statuses on the report.
16. **Reports – Roster Report:** Child ID has been added to the GUSD Child Roster Report.
17. **Schedule Form – Enrollment:** The following changes have been made.
  - a. Users will now be notified when attempting to save different programs within the same schedule.
  - b. An RMR button has been added to the Schedule Enrollment page. When clicked, the RMR table linked to the program will populate. The Effective date on the RMR will be based on the schedule start date when the “Use Current Date for RMR/Rate Book” is not selected. If selected, it will display the RMR in effect as of the current date.
18. **Schedule Form – Memo & Provider Payment Notes:** The Schedule Memo and Provider Payment Notes box will have a descriptive text that appears when the user hovers over the text box. The text will indicate where the information will appear throughout CARE.
19. **Setup – Division:** Administrators can now mark a division as inactive in the setup menu. Inactive divisions will not appear in the division drop-down list.

20. **Setup – Holiday:** There is a new button labeled "Copy to All Providers." When clicked, all holidays on the page will be added to the non-op days page of every provider in the database. **Caution: There is currently no confirmation message before proceeding.**
21. **Setup – School District:** A date range filter has been added to the copy feature on the Setup - School District page. All vacations that have a start OR stop date with the date range will be copied. The copied vacations will be added to the list of vacations that are already in that district's vacation, excluding duplicate entries.
22. **Utilities – Specialist Transfer:** A message will now appear when there is no selection made in either of the specialist fields.
23. **Utilities – System Options – Report Format:** The following two new formats were added to allow users to print these formats with the address displaying through a window envelope:
  - a. **Provider NOA:** "Default (Windows) – Rates"
  - b. **Certificate:** "Default (Windows)"



## FIXES

1. **Family Form – Dashboard:** When opening an income entry from the family's dashboard and attempting to print the Income Worksheet, the button was non-responsive. This has been resolved.
2. **Family Form – Income:** The following fixes have been applied.
  - a. When entering a new income entry and selecting part-time or full-time on the family fee type, it would revert to "based on schedule" when saving the income after entering the income sources. This issue has been resolved.
  - b. The income calculator was not responding when editing an income source. This issue has been resolved.
  - c. The income worksheet will now only show the information for which the income entry was completed. E.g., if it was only for the food program, only food program information will appear on the worksheet.



3. **Family Form – NOA:** the following issues have been addressed.
  - a. **CDSS NOA:** When the CDE NOA format is set to “Default by action” (in system options), an error appears when clicking the action. This issue has been resolved.
  - b. **DPSS NOA:**
    - i. The "Cal-Learn" and "CalWORKs child care at" checkboxes were not selecting the appropriate box. This issue has been resolved.
    - ii. When generating a termination NOA with the print address set to mailing, the address displayed had the city and state from the main address. This issue has been resolved.
    - iii. There was an error when selecting a reason for action for DPSS NOAs in the CCRC format. This issue has been resolved.
  - c. **Provider NOA Stage 1:** There was an error when attempting to save a date in the NOA pop-up window. This issue has been resolved.
4. **Family Form – Request for Documentation:** An error was produced when creating a case note/reminder entry for a request for documents with long document names. This issue has been resolved.
5. **Provider Form – Non-Op Days:** The tally of reimbursed non-op days at the top of the page was calculated based on the days listed on the page. It will now calculate based on the days within the date range specified.
6. **Provider Payment – Provider Payment Entry:** The following fixes have been applied.
  - a. **Edit:** When the proration method in the system option is set to prorate based on schedule, the monthly unit validation in edit mode was not correct. This has been resolved.
  - b. **Attendance:** When a new detail line was added to the attendance within the Provider Payment Entry, the hours listed were not updating if times were changed. This issue has been resolved.
7. **Reports – Attendance Sheet Status:** There were problems with the tally on the Attendance Sheet Status report. These issues have been resolved.
8. **Reports – Attendance Summary Report:** All children that transferred from CSPP to CCTR had zero enrolled days for CSPP. This issue has been resolved.
9. **Reports – Child and Adult Care Food Program:** The report wasn't excluding income entries that only applied to subsidy records. This issue has been resolved.
10. **Reports – Compliance Report:** The Compliance Report was not displaying provider compliance tasks. This issue has been resolved.



**11. Reports – Consecutive Absence Report:** The following changes have been made:

- a. The absences listed will now be arranged in order per child by date in ascending order.
- b. The report was displaying children absent during the date range and not only those with consecutive absences. This issue has been resolved. It will now display only children with consecutive absences.
- c. When exporting the report in the prior version, all absences for a child were listed within one cell in Excel. Each day of absence will now be listed in separate rows.

**12. Reports – Payment Invoice – Voucher Report:** Families with the same name were being lumped together as one family. This issue has been resolved.

**13. Reports – Roster Report (Export to Excel):** The comma between last and first names on the Roster Report export was missing. This issue has been resolved.

**14. Utilities – User Security:** The following fixes have been applied.

- a. Administrators were able to create a new user with the username of an existing user. This issue has been resolved.
- b. Users without the license expiration notice feature enabled were still seeing the license expiration notice. This issue has been resolved.
- c. The display of the User Security page within Firefox was not allowing users to select names at the bottom of the list. This issue has been resolved.

**For Questions Contact NoHo Software Support Staff:**

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Website: [www.nohosoftware.com](http://www.nohosoftware.com)

**Notes for clients that do not have their CARE database hosted by DGI/NoHo Software:**

NoHo software releases are NOT cumulative and require the download and installation of all SQL scripts from all previous patches and releases to run successfully. All SQL scripts must be run in order.

We recommend backing up your database and testing all new Patches and Releases on a test database before going live with any new versions of NoHo software.