

THE OHIO DEPARTMENT OF DD

Individual Data System (IDS) e-Bulletin

IDS Create—SEND IN YOUR AFFIDAVITS NOW!

If you have not already done so, **please submit up to two (2) IDS Create Security Affidavits for your county** so that when IDS goes live you will continue to have the ability to create new records and transfer current ones! Without this role, your county will not have the security access necessary to complete these functions.

Please note that IDS_Create is a specialized role and is limited to 2 per county. If your county requires more than 2, please send a justification to Leslie Minnich at the e-mail address at the bottom of this e-Bulletin.

Issue 16—October 2009

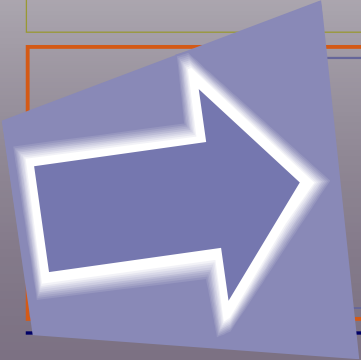
IDS

Did you know that your county can have as many IDS_Edit and IDS_Read roles as you need?

Newsletter Spotlight



WE'RE ALMOST THERE!



SUBMIT YOUR COUNTY IIF ATTESTATION BY OCTOBER 30, 2009! CLICK ON "RESOURCES" IN THE IIF APPLICATION THEN SELECT "SUPERINTENDENT SIGNATURE DOCUMENT".

IDS TRAINING—Sign Up Today!

Six half-day IDS training sessions are being held October 20, 2009 through October 22, 2009 at the Columbus Developmental Center training room. To sign up, go to www.dodd.ohio.gov and click the "Training" link at the bottom of the homepage. Once inside the training page, click "Training and Registration System" which will take you to a list of available trainings. Click "ODMRDD: Individual Data System (IDS) Training In-Person" and choose the training session you wish to attend.

Half-day training sessions are scheduled as follows:

October 20, 2009, 9:00am-12:00pm
October 20, 2009, 1:00pm-4:00pm

October 21, 2009, 9:00am-12:00pm
October 21, 2009, 1:00pm-4:00pm

October 22, 2009, 9:00am-12:00pm
October 22, 2009, 1:00pm-4:00pm

All sessions are in-person and will be held at the **Columbus Developmental Center Training Room at 1601 W Broad St, Columbus OH, 43223**. Additional sessions, including virtual or online training, will be scheduled upon demand at a later date. All sessions contain the same content, so you only need to attend one.

See you there!!

IIF ADM Count and Deployment Schedule

- **October 5, 2009**—beginning of the ADM count week.
- **October 9, 2009**—end of the ADM count week.
- **October 13, 2009**—no further transfers can be initiated (you may still update/change records during this time via the web application portal).
- **October 16, 2009**—the IIF system will be locked - xml uploads must be completed.
- **October 30, 2009**—last day to make changes to IIF data via the web portal and **submit attestation.**
- **November 6, 2009**—last day for the DDDD to review IIF data and resolve issues and concerns with County Boards.
- **November 13, 2009**—ADM will be calculated.
- **November 20-23, 2009**—DDDD will turn former IIF system "off" (to read-only).