

Data Correction Service (DCS) Available Through 11/16

The Data Correction Service (DCS) via Harrisburg Project's web site is now available. DCS can be accessed several different ways:

- 1) In *iepoint* > click *File -> ISBE Reporting -> Data Correction Service*
- 2) www.hbug.k12.il.us -> *Tools & Services -> Data Correction Service*
- 3) Click the following link [Data Correction Service](#)

You can make online corrections to all 2014-2015 Special Education Private Facility and Personnel Claims through Monday, November 16th. **Even if you DO NOT have changes to make, you must click on "I'm Finished!"**. Once you have clicked "I'm Finished!", you will no longer have access to edit your data in DCS but you can still print reports.

To access DCS you will need the *Hbug Login* and *Password* which can be obtained from *iepoint* > by going to *File -> System Maintenance -> View Site Configuration*.

Please note that Special Education Personnel & Pupil APPROVAL files for the 2014-2015 school year are closed and may not be altered; however, you will be able to make adjustments to claim records that match the approval file.

The following documents and trainings are available to assist you with DCS:

- [2014-2015 Sp Ed Pupil and Personnel - DCS Available](#)
- [Recorded DCS Webinar](#)
- [DCS Frequently Asked Questions](#)
- [Student Private Facility error messages explained](#)
- [Personnel Claim error message explained](#)

Permissions for December 11th Transmissions

The next required *FACTS* and *Personnel Approval* transmissions are due Friday, December 11th. **Permissions for these transmissions will be turned on December 1st**. Once permissions are on you may transmit as many times as necessary until the end of business on Friday, December 11th. Remember, if you are a member of a Super Site, your Super Site may have designated an earlier due date.

Dates to Remember

October 28, 2015 - November 16, 2015 - Data Correction Service (DCS) Available

November 11, 2015 - Office Closed in Observance of Veteran's Day

November 25-27, 2015 - Office Closed for Thanksgiving Holiday

December 11, 2015 - Required *FACTS* & *Personnel Approval* Transmissions



Inside this Issue . . .

Data Correction Service (DCS) Available Through 11/16	1
Permissions for December 11 th Transmissions	1
Automatic SIS ID Import Coming Soon	2
Event Registration	2

Automatic SIS ID Import Coming Soon

We are working with ISBE to get updated Master Files and hope to have them ready this week. With the release of *iePoint* > 2016.1.1, the SIS ID import process has been automated. Once ISBE releases new Master Files with the SIS IDs matched, *iePoint* > will automatically import this data into the ISBE SIS ID field. You will receive a prompt once *iePoint* > finds a new file to import. We highly recommend you review the 'Mismatch' reports after the process has completed. Our goal is to have the correct SIS ID for all students in *iePoint* > prior to converting to I-Star in the future.

Event Registration

Registration for all events, both online and at location, may now be found at the following link:

[Event Registration](#)

Date	Location	Name	Time	Notes
11/12/15	Online	Data Correction Service (DCS)	2:00 PM - 3:00 PM	

Important Notice:

Please do not include any student or personnel information in e-mail and voicemail communications with Harrisburg Project. We also ask that clients refrain from sending any e-mail attachments containing sensitive information.