YFIRES Data System
UPDATE BULLETIN
Youth Firesetting Information Repository and Evaluation System

Welcome to the YFIRES Data System Update Page. Please note the update number listed at the top of each bulletin. This will indicate the update by year and the chronological number within that year. It is imperative that you be familiar with all of the updates to be understand the changes that take place in the system. These bulletins will contain training advisories, system upgrades, or other improvements to the system.

Questions or comments can be submitted via the "Contact Us" buttons on the web page, www.YFIRES.com, or by calling 503-805-8482.

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Update #2018-01

"Manage Cases Categories - How To Move Cases"

Users will recognize the 4 tabs at the top of the "Manage Cases" page as:

- Active Cases
- Flagged Cases
- Finalized Cases
- Submitted Cases

Each heading is described in the YFIRES User Manual (found on YFIRES.com/Technical Support/YFIRES Resources page). A new feature has been added to more easily allow cases to be placed or moved between categories.

YFIRES was designed to allow reporting of the de-identified data "Submitted" to the national repository. After the initial design, three other case categories were added to assist local program users (Active Cases, Flagged Cases, Finalized Cases). A downstream impact of this improvement was that reports are currently only able to be generated from "Submitted Cases." Reports cannot be generated from the three other newer categories of case information.

When created, a case is automatically placed in the "Active Cases" category. It can be shown in the "Flagged Cases" category by clicking the "Flag Case" box in the "Youth" tab inside each case file. When this is done, the case will remain in the category of origin (e.g. Active Cases or Finalized Cases), and only be duplicated in the "Flagged Cases" Category (it does not actually move). To remove a case from the "Flagged Cases" category, simply un-check the "Flag Case" box.

In the "Communication" tab of a case, you will now find two BLUE boxes. The "Close Out Date" box, which has been turned blue to stand out, has always existed and has not changed, other than the color. Next to it is a new data field called "Close Out Options," which also stands out in blue.

These can be used to move a case from the "Active Cases" category to the "Finalized Cases" category. Entering a date in the "Close Out Date" field will automatically move the case to the "Finalized Cases" category. However, if, for some reason, you would like to leave it in the "Active Cases" category, you can do so by utilizing the second blue box called "Close Out Options." As always, moving a case to the "Submitted Cases" requires the yellow boxes throughout the data entry tabs to be completely filled out then using the "Submit" tab within the case file to access the "Save & Submit" button. Doing so limits future case editing to the Program Admin only.

These options are designed to allow you to move cases between categories for better tracking and management. This is a minor, but important change to the system design.

If you, as a user, discover any problems OR helpful hints, please pass them along to the YFIRES team.

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Please take a moment to review these updates. Suggestions for changes can be submitted via the "Contact Us" button on the YFIRES web site.