

NIS Agency Access to the OCFS Data Warehouse Cognos ReportNet Environment

Important: These "Server Set-up" instructions are for NIS Agencies only. If you are not sure whether you are an NIS Agency, ask your LAN Administrator.

We are pleased to announce that NIS Agency staff may now access the Cognos ReportNet environment of the OCFS Data Warehouse. The Cognos ReportNet environment contains predefined FASP reports and will be the location for all future predefined Case Management reports

In order for NIS Agency staff to access the ReportNet environment, there are two things that must be done prior to access being finalized:

- The LAN Administrator must complete Steps 1 & 2 of the "NIS Agency Server Set-up" instructions.
- Agency staff that want to view the predefined reports must have been granted access to the Cognos ReportNet environment. If you have already requested and been granted access, follow Step 3 of the "NIS Agency Server Set-up" instructions. If you have not requested or been granted access, email the Data Warehouse Team at data.warehouse@ocfs.state.ny.us with your full name and NT User ID, and cc your Director on the email.

Voluntary Agencies that connect directly to the State HSEN network (T-line, CIAB) are already set-up for access to Cognos ReportNet, so their staff with access to Cognos ReportNet can view the FASP reports now. We are currently working with OFT to provide a different set of server set-up instructions for Voluntary Agencies that connect to the State network via SSL/VPN. We appreciate your patience while we complete this process.

Visit the Data Warehouse page of the CONNECTIONS Intranet site for documentation about Cognos ReportNet and the FASP reports. Contact the Data Warehouse Team at data.warehouse@ocfs.state.ny.us with any questions.