

## ISoms Updated Security Incident Approval

### Duplicate Case Number Check

In the update 08/02/2020 or after the Approved Date and Approved by has been disabled. It was this way in Winsoms as well but a security status of Super User would allow you to edit. In iSOMS we had tied the security, of that feature to Approving Supervisor. The intent was to give them a way to make corrections, but the concern was they were able to type in anyone employee ID as the approving supervisor.

To resolve this we have disabled those two fields, but have also added a New Button to Remove Approval

So now the only way to approve a report is the Approve Report button and type in the password. If you are a supervisor you can click on Remove Approval button to make corrections. It will auto email both the reporting officer and the original approving Supervisor of the removal.

The screenshot shows a software interface for managing cases. At the top, there are tabs for 'Children Involved', 'Images - Case Mgt', and 'Attachments'. Below the tabs, there are several checkboxes: 'Reportable' (checked), 'Children Affected', 'Children Present', and 'Clerical Reportable'. Underneath these checkboxes, there are dropdown menus for 'Report Type' and 'Pursuit Type'. The 'Report Type' dropdown is set to '911 CALL NON-EMERGENCY' and the 'Pursuit Type' dropdown is set to 'ADMINISTRATIVELY CLOSED'. Below these dropdowns, there are fields for 'Admin Review Date' (set to '07/31/2020') and 'Admin Reviewed' (with a search icon). Under 'Admin Reviewed', it shows 'Approved By: 603 ELDER, MARTIN W' with a search icon. At the bottom of the interface, there are five buttons: 'UN-APPROVED NOTE', 'NOTIFY UNAPPROVAL', 'APPROVE REPORT', 'REMOVE APPROVAL', and 'CLOSE B'. The 'APPROVE REPORT' button is highlighted with a blue background.

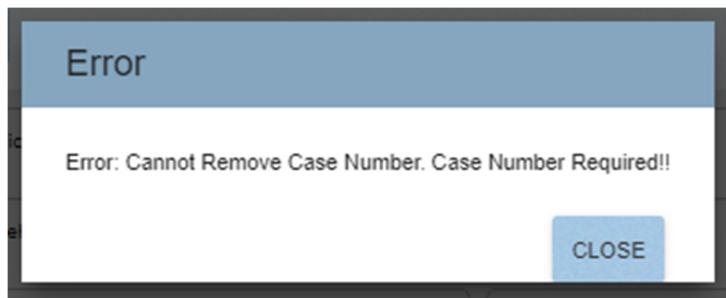
### **Duplicate Case Number Check**

This version also has two additional Incident Case Number checks.

The first is to make sure a manually created incident, the officer cannot use the same case number twice. If the officer gets this message it has not saved the report. They will need to correct the case number or if this is connected to other case add an additional letter/number to the end of that case number.



The other is security where a user, with edit rights could simply remove the case number. After a case number has been initially saved. It cannot be changed to just blank spaces.



### **Additional updates on incidents.**

That row of buttons on the incident for Approval, Notify Assigned will now SAVE the record first, then perform the action of the button. The issue prior was officers were typing in classification or assignment information and then clicking the button Notify Assigned prior to hitting save on the report. The buttons would refresh the Incident report screen, which if you had not clicked save would no longer be there. The exception to this is if you get a validation message, the report is not currently saved. But the screen did not refresh either so your information is still there.

Example: You type in some classification items, then click approve report. But the report had already been approved, you get a message saying it's been approved. It did not save your report, nor did it refresh. Simple click save.

