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| **Business Requirements Document** | CHHS Prototype Development |

| **Document Information** | |
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| **Release:** | V1.0 |
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**Requirement Dependencies**

*Note whether this Requirement has any dependencies with other requirements on the Roadmap. Either Upstream (item cannot be implemented without dependent features) or Downstream (dependent features cannot be implemented without this requirement).*

| **Up = U**  **Down = D** | **Req #** | **Requirement** |
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**Document Objective**

The Business Requirements Document (BRD) is a collection of the functional and non-functional requirements for a particular business problem. The BRD helps organize, clarify, and refine the requirements to solve that business problem and serves as a foundation for building designs and test plans.

Ultimately the BRD provides the lower level requirements that should enable Development to refine the estimates, and to build a technical design to support the requirements. Sections 1 through 5 are expected to be complete prior to a High Level estimation process.

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**SUMMIT**

**Business Requirement Document**

**CHHS Prototype Development**

Version No: 1.0

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# Requirement Overview

*Provide an overview of the requirement.*

There is a requirement of the system which provides a method or facility to the families to establish their profile efficiently and manage their profile as and when required. Not only this, system should also allow user to search child care agencies / facilities in nearby location.

## Current Mode of Operation

*To help with a context on how currently the need is fulfilled.*

In Current mode families who are looking for foster kids have to connect with agencies and child care home facilities offline via email, call or by personal contact. Its somewhere tedious and cumbersome job for them. It may take lot of processing time as well.

## Future Mode of Operation

*To help with a context on how needs of users can fulfilled in a better and optimized way.*

It is desired to build an online portal that facilitates families intending to foster and adopt kids register their profiles. Upon successful registration of their profiles, online portal would allow them to easily search for children’s needing families and communicate with the children’s caseworkers in an efficient and optimized manner.

## Related Documents/Feature

*Are there other features being developed in this release that the Development team should be aware of when building this feature? For example, if multiple enhancements impact the same screen, that should be noted.*

| **Ref #** | **Feature** |
| --- | --- |
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# Storyboard User Story

*Explain how the new feature fits within the business process. Explain via flowchart or step by step process.*

*Samantha wants to adopt a child or become foster parent. Through the portal she can establish and manage her family’s profile so that she and her family can connect with children’s caseworkers easily. Ideally, Children’s caseworkers search/look through such family profiles which have matching preferences with the characteristics of children needing families Additionally the portal will facilitate parents of foster kids to search and view the child care residential facilities and foster care agencies in their neighborhood. Samantha can contact and communicate with case workers using a private mailbox available on the portal.*

# Functional Requirements

*Explain how the requirements will be incorporated in the application this could include screen mockups.*

*The requirements based on discussion with prospective users are collated and ranked using the* ***MoSCoW ranking technique***

***Requirement 1****: Create/Establish Profile:* ***Ranking****-Must have*

*Requirement 2: Manage Profiles: Ranking Must Have*

***Requirement 2****: Login Management: Ranking-Must have*

***Requirement 3****: Look Up Residential Facility; Ranking-Must have*

***Requirement 4****: Look Up Agency Location: Ranking-Must have*

***Requirement 5****: Report Technical Issues: Ranking- Should have*

## Use Case: Create/Establish Profile

Actor (any user) will be able to establish their profile on the portal by providing details in various step:-

Additionally the portal should allow users to save partially filled registration forms so that they can save and exit from the portal .Users will be able to complete the registration anytime on their subsequent login.

On the Portal **Step 1: Check Eligibility Criteria**

* + Provide input on the fields
  + Fields are, have you done with home study( Y/N), have you completed the training to become foster parent(Y/N)
  + Clicking over Next (button) user will be able to navigate the next step to establish their profile on the portal.

**Step 2:- Provide Account Detail**

* + Provide input to the fields
  + Fields are User name, Password, Confirm Password, Email Id.
  + Click on save button user will navigate to next step.

**Step 3:-Provide Personal Detail**

* + Provide Input to the fields.
  + Fields are first name, last name, contact number, DOB, gender, marital status, race, religion, preferences and hobbies.
  + Clicking on save button user will navigate to next step.

**Step 4:-Provide Family Narrative & Preferences**

* + Provide input to the fields.
  + Fields are family description, number of kids, age group of kids, kid’s information.
  + Clicking on save button user will navigate to next step.

**Step 5: Provide Licensing and agency detail**

* + Provide input to the required fields.
  + Fields are foster care license number, date of issue, agency contact number.
  + Clicking over submit button user will be able to establish profile on portal.
  + After successful completion user will receive acknowledgement.

**Use Case Diagram**

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## Use Case: User login over the portal

Actor (any user) will be able to login on portal using their credential and lands on the login screen. On clicking the Login link, user will be prompted to input their login in credentials

Step1: User log in with valid credentials by providing user name and password in the respective fields.

Step 2: Upon successful validation of the credentials system allows user to login to the application with landing page as My Page

Step 3: User should be able to view the status of the application whether it has been approved or under process.

Step 4: User should be able to logout from the portal by clicking over the logout link.

**Use Case Diagram**



## Use Case: Look up for residential facility

Actor (any user) will be able to search residential facility on portal.

Step 1: User log in with valid credential.

Step 2: User clicks on the Look up Residential facility, system in turn asked to input the zip code.

Step 3: User enters the valid zip code.

Step 4: System displays the list of record for available facility in the provided zip code.

**Use Case Diagram**



## Use Case: Look up for Agency Location

Actor (any user) will be able to search agency location on portal.

Step 1: User log in with valid credential.

Step 2: User clicks on the agency location.

Step 3: System displays the list of record for available agency.

**Use Case Diagram**



# Integration Requirements

*Note whether this requirement has a dependency on data coming into the application or going out of the application.*

## Inbound Interfaces

* The system will have to be integrated with publicly exposed HHS API to retrieve information related to the location of the Foster Care Agencies in the neighborhood of registered families.

# Non-Functional Requirements

*Are there any requirements outside our normal Internationalization, Scalability, Browser Support, Security, and Error Handling that need to be called out specifically for this request?*

* The UI design will be responsive in nature.

# Out of Scope

*Note whether there are features that would enrich this requirement but that we do not have the time to do now within the current feature development. List the name and requirement number of each feature (as recorded in Accept).*

* As part of the UI design there are many placeholder links on the menu on the homepage, these are not in scope of development of this prototype.
* Contact Us is displayed on the homepage for display purpose only and information entered in this section are not submitted in the database.
* Inbox shows several links for Reply , Sent , Compose these are out of scope for development currently
* Email notifications using SMTP are not considered for development currently.

# Discussion notes

*Record details of discussions, notes, pictures of white boards that can help put the functional requirements in perspective of the decisions made during the grooming process. This section can cover details of decisions made, design approaches considered, technical limitations etc.*