

March 4, 2021

DIRECTIVE: JOB CORPS DATA CENTER NOTICE NO. 20-152

FROM: Job Corps Data Center

SUBJECT: New Release of SIRS

Please forward to all SIRS users at your location.

Dear SIRS Customers:

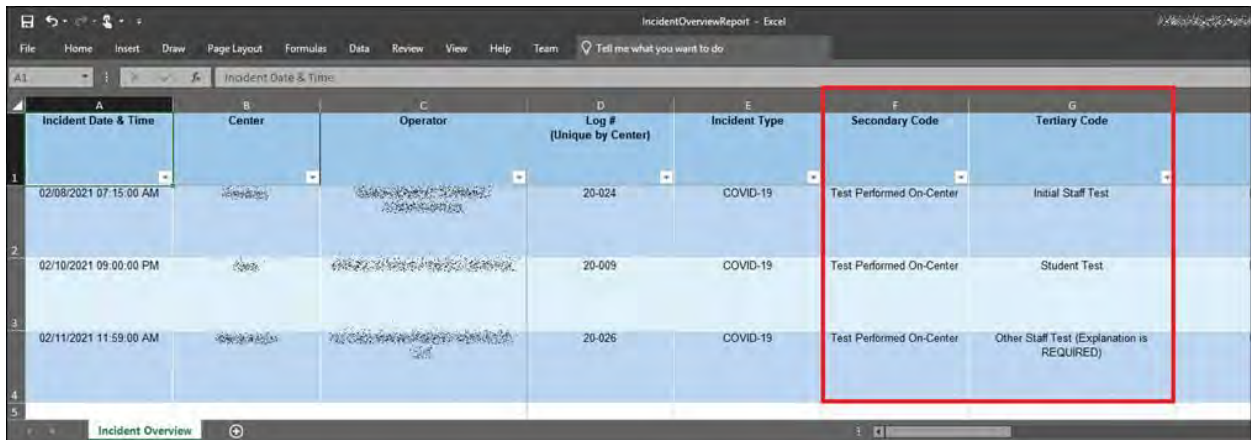
On March 5, 2021, a new release of SIRS will be made available for SIRS users.

Changes in this release of SIRS include the following:

Reports

Incident Overview

The **Incident Overview** report has been enhanced to include *Secondary Code* and *Tertiary Code* columns. Staff should note that the Secondary Code and Tertiary Code columns will only display when the report is generated with the sole selection of Primary Cause Code: *COVID-19*. If multiple Incident types are selected, then the Secondary and Tertiary Code columns will be blank and hidden.



A	B	C	D	E	F	G
Incident Date & Time	Center	Operator	Log # (Unique by Center)	Incident Type	Secondary Code	Tertiary Code
02/08/2021 07:15:00 AM			20-024	COVID-19	Test Performed On-Center	Initial Staff Test
02/10/2021 09:00:00 PM			20-009	COVID-19	Test Performed On-Center	Student Test
02/11/2021 11:59:00 AM			20-026	COVID-19	Test Performed On-Center	Other Staff Test (Explanation is REQUIRED)

Incident Report with only COVID-19 selected

A	B	C	D	E	F	G
Incident Date & Time	Center	Operator	Log # (Unique by Center)	Incident Type	Location	CORRECTIVE ACTION
03/03/2020 10:50:00 AM			19-079	Alcohol-Related Incident	Offsite	C. All students will be reminded of the zero tolerance policy and the TEAP services available on center during career preparation period presentations, student business meetings, small group
03/10/2020 06:50:00 PM			19-120	Alcohol-Related Incident	Health/Administration	CA: The Safety/Security Manager and Career Standards and Incentives Office Supervisor will continue to educate students on the gravity of drug and alcohol related incidents and other Zero
07/20/2020 09:00:00 AM			20-002	COVID-19	Offsite	P. Center has protocol in place for staff to wear masks, maintain social distancing and to maintain good hygiene. Daily access to the center continues to be controlled by the Center Director on a by
07/23/2020 05:00:00 PM			20-003	COVID-19	Offsite	Corrective Action The center will

Incident Report with multiple Incident types selected

Please note that from 9 p.m. to midnight on Thursday, March 4, 2021, users may experience some issues when trying to access the CDSS applications. This is due to the promotion process; users who experience issues are encouraged to try again after the promotion period. Please continue to monitor the enhanced SIRS application and advise us of any problem areas or questions you may have.

Questions concerning this notice should be addressed to the JCDC Technical Assistance Center at helpdesk@jobcorps.org Please include “SIRS” in the subject line and all pertinent information in the body of the email.

Thank you,
JCDC