

ROSS TIPS

ROSS TIP: ORG-2004-8
Date: May 10, 2004
Subject: Moving Government (Non-Dispatch) and Vendor Organizations to New Managing Dispatch Offices

This ROSS Tip provides guidance to “Data Managers” who are needing to move a “Government (Non-Dispatch) or Vendor organization from their Dispatch Office to a new Dispatch Office (in other words, a different dispatch office will manage all of the records associated with the organization).

A Government (Non-Dispatch) Organization can be moved when that Organization has an Open Incident, although it is not recommended. The Organization will move, however, the incident will not move. The original creating Dispatch Center maintains control of that Incident with full capabilities, New Request, Fill, Place, etc. Any resources that belong to the Organization that is being moved and are committed (assigned) at the time the Managing Dispatch is changed will not be moved on the resource item screen until they are released from the incident, then all you need to do is change the Managing Dispatch for that resource on the Resource Item Screen.

RESOURCE ITEM SCREEN

1. Ensure that all resources have a provider of a Government (Non-Dispatch) Organization. Any resources that have a provider of a dispatch center must be changed, otherwise they will not move.
2. Each resource will need to have the Home Dispatch changed to the new Home Dispatch Center. (When this is done, the resource will be moved to the New Dispatch Centers Resource Item and Resource Status Screen)

Moving Overhead resources follow the same process, in that you must change the Managing Dispatch on the Resource Item Screen. You only have to Unlink and Link an Overhead resource if the resource is moving, and not the Organization

ORGANIZATION SCREEN (Government (Non-Dispatch))

1. Select the “Pick Affiliations” Button
2. Change the “Current Managing Affiliation” to the New Managing Dispatch Center. (This will move the Government (Non-Dispatch) organization to the new dispatch center).
3. If you want the Government (Non-Dispatch) organization to be an Incident Host, that will need to be done on the Organization Screen at the New Managing Dispatch Center.

ORGANIZATION SCREEN (Vendor)

1. Select the “Pick Parent” Button

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2. Change the “Current Parent Managing Affiliation” to the New Managing Parent Dispatch Organization. (This will move the “Vendor” organization to the new dispatch center).

CONTRACT SCREEN

Contracts cannot be moved from one Dispatch Organization to another. The contract will have to be created at the New Dispatch Center for the Vendors. So, follow these steps.

1. Remove any resources that are shown under the “Resources” Tab.
2. At the Old Dispatch Center change the Contract Number in the Contract Screen so it can be created in the Contract Screen of the new Dispatch Center (ROSS will not allow duplicate contract numbers). You will need to follow this step if the Contract/Vendor resources have been on an incident in ROSS,.
3. Remove any Dispatch Organizations that are listed in the “Organizations Managing Resources” and the “Organizations with Direct Access” areas of the Contract Screen.
4. Delete the contract (If the Contract/Vendor resources have been on an incident in ROSS, you will not be able to delete the contract).
5. Create the contracts in the New Dispatch Organizations screen add the resources to the “Resources” tab and any “Organizations Managing Resources” and “Organizations with Direct Access” to the appropriate areas.
6. All Vendor/Contractor resources will have been moved when the “Home Dispatch” was changed on the Resource Item Screen.

PERSON SCREEN

All resources listed in the person screen will have automatically moved to the Person screen of the new Dispatch Center when the Government (Non-Dispatch) and Vendor’s “Current Managing Affiliation” was changed in the Organization Screen.