FSI WebBase Access Guide

Navigate on the internet to https://dss.orangecountygov.com/fsi



Click Login on the page or at the top right of the page

FSI (Family Services Intake) WebBase	Home About	Log in				
FSI Log in Use a local account to log in.						
Email						
Password						
Remember me? Log in						
Version 1.1 Updated: 6/19/2019 @ 2019 - Created by OC DSS IT						

Enter the Email address and password for the system access

FSI WebBase Access Guide



Use the above navigation links at the top of the page and select "Search"

FSI (Family Services Int	Home take) WebBase	About	Hello, ttejeda © co.orange.ny.us!	Admin	Reports	Log of Search	Ĩ
FSI Search by Case Na Case Name Contains: Create an New Case	ame Search	OR Search by	: Worker and Status, Individual's Name				
	Version 1.1 Updat	ted: 6/19/2019 © 20	019 - Created by OC DSS IT				

Enter the Case Last Name and click Search button

FSI WebBase Access Guide

FSI (Fai	nily Services Intake) WebE	Home Abo Base	ut Hello, ttəjeda	@co.orange.ny.us! Ad	min Reports Search
ESI Search b	v Case Name				
	y Case Marine				
Case Name Contains: S	mith	Search OR S	Search by: Worker and Status, In	idividual's Name	
Case Case Indiv CaseDa	talD CaseName	Status DateClosed	d Worker	TimeStampEntered	TimeStampModified
View Edit Edit 345	Smith,	Closed 11/28/2018	Harvey, Leslie-Ann 845-561-1038	7/29/2019 6:21:21 AM	
View Edit Edit 187	Smith, Redacted	Closed 10/1/2018	Lane, Mandy 845-291-2957	7/29/2019 6:21:21 AM	
	Smith,	Closed 6/12/2019	Miranda, Lauren 845-561-1038	7/29/2019 6:21:21 AM	
View Edit Edit 811		01	Mississie Lawrence 045 504 4000		
View Edit Edit 811 View Edit Edit 788	Smith,	Glosed 6/17/2019	Miranda, Lauren 840-001-1038	7/29/2019 6:21:21 AM	
View Edit Edit 811 View Edit Edit 788 View Edit Edit 872	Smith, Smith,	Closed 7/22/2019	Harvey, Leslie-Ann 845-561-1038	7/29/2019 6:21:21 AM 7/29/2019 6:21:21 AM	
View Edit Edit 811 View Edit Edit 788 View Edit Edit 872 View Edit Edit 40	Smith, Smith, Smith,	Closed 5/17/2019 Closed 7/22/2019 Closed 10/12/2018	Miranda, Lauren 845-561-1038 Harvey, Leslie-Ann 845-561-1038 Miranda, Lauren 845-561-1038	7/29/2019 6:21:21 AM 7/29/2019 6:21:21 AM 7/29/2019 6:21:21 AM	
View Edit Edit 811 View Edit Edit 788 View Edit Edit 872 View Edit Edit 40 View Edit Edit 864	Smith, Smith, Smith, Smith,	Closed 5/17/2019 Closed 7/22/2019 Closed 10/12/2018 Closed 7/8/2019	Miranda, Lauren 840-561-1038 Harvey, Leslie-Ann 845-561-1038 Miranda, Lauren 845-561-1038 Miranda, Lauren 845-561-1038	7/29/2019 6:21:21 AM 7/29/2019 6:21:21 AM 7/29/2019 6:21:21 AM 7/29/2019 6:21:21 AM	
View Edit Edit 811 View Edit Edit 788 View Edit Edit 872 View Edit Edit 40 View Edit Edit 864 View Edit Edit 27	Smith, Smith, Smith, Smith, Smith,	Closed 5/1//2019 Closed 7/22/2019 Closed 10/12/2018 Closed 7/8/2019 Closed 5/31/2018	Miranda, Lauren 845-561-1038 Harvey, Leslie-Ann 845-561-1038 Miranda, Lauren 845-561-1038 Miranda, Lauren 845-561-1038 Lane, Mandy 845-291-2957	7/29/2019 6:21:21 AM 7/29/2019 6:21:21 AM 7/29/2019 6:21:21 AM 7/29/2019 6:21:21 AM 7/29/2019 6:21:21 AM	
View Edit Edit 811 View Edit Edit 788 View Edit Edit 872 View Edit Edit 40 View Edit Edit 40 View Edit Edit 27 Create an New Case Case 28	Smith, Smith, Smith, Smith, Smith,	Closed 5/1//2019 Closed 7/22/2019 Closed 10/12/2018 Closed 7/8/2019 Closed 5/31/2018	Miranda, Lauren 845-561-1038 Harvey, Leslie-Ann 845-561-1038 Miranda, Lauren 845-561-1038 Miranda, Lauren 845-561-1038 Lane, Mandy 845-291-2957	7/29/2019 6:21:21 AM 7/29/2019 6:21:21 AM 7/29/2019 6:21:21 AM 7/29/2019 6:21:21 AM 7/29/2019 6:21:21 AM	

Version 1.1 Updated: 6/19/2019 © 2019 - Created by OC DSS IT

Select View next to the case record you would like to view.