

How to Use the COGNOS Independent Provider Search Tool

1. Click [HERE](#) to go to the tool. You will be taken to the logon page.
2. Enter **RSDirectory** in the User ID field.
3. Enter **DIRECTORYrs1** in the Password field (exactly as written – password is case sensitive).

Log on

Please type your credentials for authentication.

Namespace:
Central

User ID:

Password:

OK Cancel

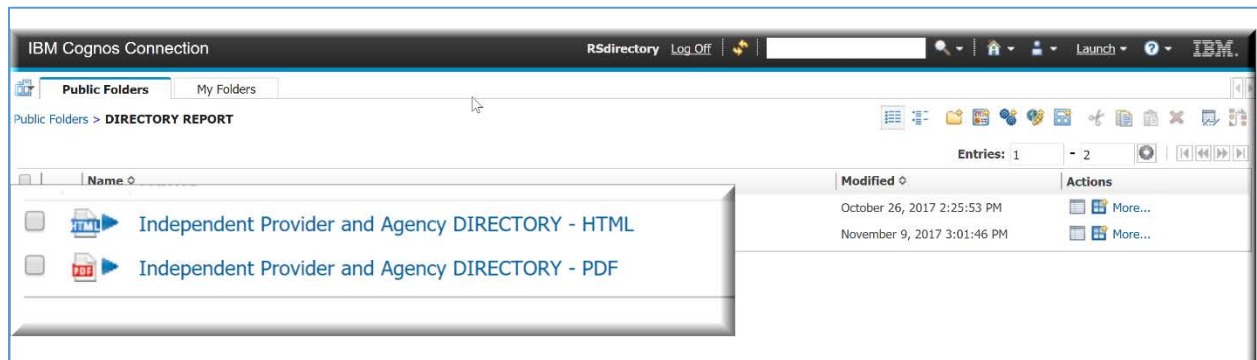
NYC Department of Education

[Help](#)

This IBM Cognos BI 10.2.1 Application is maintained and supported by The New York City Department of Education Division of Financial System & Business Operations.

For further support, please contact us by email and send to FSBOReports@schools.nyc.gov

4. Select HTML for screen-friendly results or PDF for printer-friendly results.



5. Make your search selections.

IMPORTANT NOTE: The report will run more quickly if you narrow your search by using one or more of the listed optional filters; broad searches that include multiple services and/or boroughs may take several minutes to run.

Select One Or More Provider Types:
(Required)

Select the type of therapist you are looking for. **1**

- Counseling
- Health Aide
- Hearing Therapy
- Medical Professional
- Neurologist (Neurological only)
- Occupational Therapist
- Physical Therapist
- Psychiatrist
- Psychiatrist (Psychiatric only)
- Registered Nurse

Select all Deselect all

OPTIONAL SECTIONS BELOW (To further limit the results, you may search additional areas listed below):

Select one option if you wish to narrow the list to a specific Provider type. Otherwise, do not select anything to retrieve BOTH types. **2**

Always search for an independent provider first. If no independent provider is available, then search for a DOE provider.

DOE Providers Only
 Independent Providers Only

Deselect

SEARCH FOR INITIAL LISTING: **3**

Use this option to search for a provider listed within the last 6 months.

Select Provider that has been newly listed Within 6 Months **OR** Search for Initial Listing on or after the date entered: **4**

Deselect

You can narrow your search further by selecting a shorter data range within the last 6 months.

Select One Or More Preferred Work Sites:
(NOTE: The 'All Boroughs' records will be included with each option selected) **5**

- Bronx
- Brooklyn
- Manhattan
- Queens
- Staten Island

Select all Deselect all

Select the borough where the student will receive therapy.

Select the Preferred Language(s): **6**

- ENGLISH
- ACHOLI
- AFROASIATIC
- AKAN
- ALBANIAN
- ARABIC
- ARAWAK
- AZERBAIJANI
- BAMBARA
- BELORUSSION
- BENGALI
- BULGARIAN
- BURMESE
- CEBUJAN
- CHAM
- CHECHEN
- CHINESE (ANY-SPANISH)
- CHINESE (CANTONESE)
- CHINESE (DIALECT UNK/OT)
- CHINESE (MANDARIN)

Deselect

For Speech, Counseling, and Hearing ONLY, select the language for which the student is mandated to receive therapy. For all other types of therapy, select English.

Enter Zip Code for Specific Neighborhood Search: **7**

To further narrow your search, enter the ZIP code where the student will be treated.

Cancel Finish

6. After you finish making your selections, press FINISH to run your customized list.

Independent Provider and Independent Agency Search

Select One Or More Provider Types: (Required)

- Counseling
- Health Aide
- Hearing Therapy
- Medical Professional
- Neurologist (Neurological only)
- Occupational Therapist
- Physical Therapist
- Psychiatrist
- Psychiatrist (Psychiatric only)
- SETSS SED/Reading/All

[Select all](#) [Deselect all](#)

OPTIONAL SECTIONS BELOW (To further limit the results, you may search additional areas listed below):

Select one option if you wish to narrow the list to a specific Provider type. Otherwise, do not select anything to retrieve BOTH types.

DOE Providers Only
 Independent Providers Only

[Deselect](#)

Select One Or More Preferred Work Sites:
(NOTE: The 'All Boroughs' records will be included with each option selected)

- Bronx
- Brooklyn
- Manhattan
- Queens
- Staten Island

[Select all](#) [Deselect all](#)

Select the Preferred Language:

- ENGLISH
- ACHOLI
- AFROASIATIC
- AKAN
- ALBANIAN
- ARABIC
- ARAWAK
- AZERBAIJANI
- BAMBARA
- BELORUSSION
- BENGALI
- BULGARIAN
- BURMESE
- CHAM
- CHECHEN
- CHINESE (ANY-SPANISH)
- CHINESE (CANTONESE)
- CHINESE (DIALECT UNK/OT)
- CHINESE (MANDARIN)
- CHINESE, ANY

[Select all](#) [Deselect all](#)

Enter Zip Code for Specific Neighborhood Search:

After you finish making your selections, press the FINISH button.

7. You will see a popup telling you that your report is running.

rch additional areas listed below):

pe.

DOE Providers Only
 Independent Providers Only

[Deselect](#)

ed

- ENGLISH
- ACHOLI
- AFROASIATIC
- AKAN
- ALBANIAN
- ARABIC
- ARAWAK
- AZERBAIJANI
- BAMBARA
- BELORUSSION

Your report is running.

Instead of waiting, you can select a delivery method to run the report in the background.
[Select a delivery method.](#)

8. When your report is finished, if you selected HTML, it will appear onscreen and look like this:

IBM Cognos Viewer - Independent Provider and Agency DIRECTORY - HTML

RSdirectory Log Off About IBM

KLEIN, SARAH
 1629 54th Street
 Brooklyn, NY 11204
 Work Site: Brooklyn
 Email ID: sarah1444@gmail.com
 347-314-0280
 Language(s): YIDDISH

KOBRE, PERRI
 1117 Bay 25th St.
 Far Rockaway, NY 16691
 Work Site: Brooklyn
 Email ID: perrikobre@gmail.com
 718-316-1956
 Language(s): YIDDISH

KONOVALOVA, YEKATERINA
 1650 WEST 10TH STREET
 BROOKLYN, NY 11223
 Work Site: Brooklyn
 Email ID: katusha7@hotmail.com
 718-256-7343

KOPEL, FAIGE
 70 HARBORVIEW WEST
 LAWRENCE, NY 11559
 Work Site: Brooklyn
 Email ID: FAIGEKOPEL@gmail.com
 516-371-6643

KOPP, SABINA (DOE*)
 2511 CCEAN AVE, APT 20
 BROOKLYN, NY 11229
 New Listing

Top Page up Page down Bottom

Language(s) spoken by therapist in addition to English.

Indicates provider listed within last 6 months.

9. If you selected PDF (the printer-friendly version), it will look like this. Move your mouse to just above the page on the screen and you will see a printer icon in the upper right hand.

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SPEECH THERAPY -- INDEPENDENT PROVIDERS

Report Date: Nov 26, 2017
 Work Site: Brooklyn
 Zip Code: ALL

Click the printer icon to print your report.

KLEIN, SARAH
 1629 54th Street
 Brooklyn, NY 11204
 Work Site: Brooklyn
 Email ID: sarah1444@gmail.com
 347-314-0280
 Language(s): YIDDISH

KOBRE, PERRI
 1117 Bay 25th St.
 Far Rockaway, NY 16691
 Work Site: Brooklyn
 Email ID: perrikobre@gmail.com
 718-316-1956
 Language(s): YIDDISH

KOPEL, FAIGE
 70 HARBORVIEW WEST
 LAWRENCE, NY 11559
 Work Site: Brooklyn
 Email ID: FAIGEKOPEL@gmail.com
 516-371-6643

KOPP, SABINA (DOE*)
 2511 CCEAN AVE, APT 20
 BROOKLYN, NY 11229
 Work Site: Brooklyn
 Email ID: SABINA.KOPP@GMAIL.COM
 917-686-7233

New Listing

Language(s) spoken by therapist in addition to English.

Indicates provider listed within last 6 months.