

ENTERING CASE STATISTICS

1. CLICK THE ADD NEW CASE STATISTICAL INFO FROM THE INTAKE FORM PAGE

Program & Worker

#	Program	Worker	Status	Status Date	PD. Date
1	John Howard Ottawa <small>(MHL) (CSA)</small>	Kassandra Roy Sue Morse	Wait	2018-Jun-05	PDO

#	Date	Action	Live	Status	Author	Comments	Real Date
1	2018-Jun-05	Refer	Y	wait	Dean Zore (Admin)		2018-Jun-25 15:25:22

Add new Family Member

Internal Referral (MHL)

Add new Professional

Add new Case Info

Add new Case Other Info

Add new Case Statistical Info



2. FILL OUT ALL APPLICABLE FIELDS AND CLICK ADD NEW

Intake Form	Needs Assmt.	Service Plan	Monthly Report	Mid/Final SNAP	Discharge FollowUp	Incident Report	Case Notes
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Add New Case Statistical Info

[#1] Deans Test [# 1] John Howard Ottawa

JHSCANADA's Worker: **Kassandra Roy, Sue Morse**

Current Status: **Wait** Status Date: **2018-06-05**

Referral Source :	CBSA
Level of Intervention (at Intake) :	Medium intervention
Services Recieved :	<input checked="" type="radio"/> Yes <input type="radio"/> Not Set
Select all that Apply :	<input type="checkbox"/> A&D counseling and support <input checked="" type="checkbox"/> Child-related or Family info/support <input type="checkbox"/> Compliance monitoring <input checked="" type="checkbox"/> Housing and Employment info/support <input type="checkbox"/> Linkages to health support <input type="checkbox"/> Mental health assistance
Complied with Conditions :	---Select---
Change in Level of Intervention (in Service) :	---Select---
Discharge Type / Level :	---Select---
	<input type="button" value="Add New"/> <input type="button" value="Go Back"/>

3. TO EDIT A CASE STATISTICAL ENTRY

- Click the statistic's hyperlink from the **Add New Case Statistical Info** on the main **Intake Form** page.
- Edit as desired.

Intake Form	Needs Assmt.	Service Plan	Monthly Report	Mid/Final SNAP	Discharge FollowUp	Incident Report	Case Notes
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Update Case Statistical Info

[#1] Deans Test [# 1] John Howard Ottawa
JHSCANADA's Worker: **Kassandra Roy, Sue Morse**
Current Status: **Wait** Status Date: **2018-06-05**

Referral Source :	CBSA
	<input type="button" value="Update"/> <input type="button" value="Delete"/> <input type="button" value="Go Back"/>

[#1] Deans Test [# 1] John Howard Ottawa
JHSCANADA's Worker: **Kassandra Roy, Sue Morse**
Current Status: **Wait** Status Date: **2018-06-05**