

ENTERING REGIONAL CENTER SERVICES INTO CWS/CMS

Open Notebook

Select Item to Open
Health

For this Client

	Name	Age(Yrs)	Gender	Birth Date
1	Bunny, Bugs	20	Male	02/22/1996
2	Bunny, Mommy	51	Female	10/10/1964
3	Duck, Daffy	1	Male	03/05/2015

Open this Health

	Health
1	Current Record for Bunny, Mommy

Buttons: OK, Cancel, Sort..., Help

CALLOUTS:

- CLICK ON 'BLUE BOX'
- CLICK 'OPEN EXISTING HEALTH'
- SELECT CHILD THEN CLICK 'OK'

ENTERING SCREENINGS TAB

Client Services - Case [Bunny, Bugs] - [Health [Daffy Duck]]

Observed Condition | Medications | Hospitalizations | Medical Tests | Referrals | Immunization | Well Child | Birth History | **Screenings**

Screenings and Referrals

Screenings

+	Date	Type	Screened By	Result
1				

Date: [Dropdown] Type: [Dropdown] Screened By: [Text]

Comments: [Text Area]

Referrals

+	Referral Date	Referral Type
1		

Referral Date: [Dropdown] Referral Type: [Dropdown] Referred To: [Dropdown] Out of Country

Outcome of Referral: Accepted Not Accepted Outcome Date: [Text] Consent Type: [Text]

CALLOUTS:

- SCREENINGS TAB
- SELECT THE 'SCREENINGS' TAB TO ENTER INFORMATION REGARDING ANY DEVELOPMENTAL SCREENINGS, REFERRALS FOR REGIONAL CENTER SERVICES, & TO DOCUMENT INTERVENTION PLANS.
- THE STATE IS TRACKING ALL EARLY DEVELOPMENTAL SCREENINGS, SO BE SURE TO START YOUR PROCESS ON THIS PAGE.

LAST STEPS – ENTERING THE SUMMARY & SPECIAL PROJECT TABS

SUMMARY TAB

- CLICK ON THE 'SUMMARY' TAB
- CLICK ON THE '+' BUTTON
- CHOOSE REGIONAL CENTER IN THE DROP DOWN MENU UNDER 'DUAL AGENCY SERVICES RECEIVED'
- ENTER THE ELIGIBILITY START DATE

DOCUMENT UNDER SUMMARY

- TYPE OF REGIONAL CENTER SERVICE: (EARLY INTERVENTION OR LANTERMAN)
- DATE OF ELIGIBILITY
- ANY SERVICES PROVIDED / DIAGNOSIS
- SERVICING REGIONAL CENTER
- REGIONAL CENTER UNIQUE CODE IDENTIFIER # (UCI#)

SPECIAL PROJECTS PAGE

- SELECT 'GREEN BOX'.
- CLICK ON 'YELLOW FILE FOLDER'.
- CLICK 'SPEC. PROJ.' TAB.

CLICK '+' SYMBOL TO ADD NEW SERVICING REGIONAL CENTER (RC). RC's ARE IN ALPHABETICAL ORDER, SELECT APPROPRIATE RC – APPROVED FOR CHILD MADE ELIGIBLE OR IF CHILD HAS HOME REPLACEMENT, SELECT NEW RC. CLICK DATE RC SERVICES BEGAN.

- SELECT DENIED IF CHILD FOUND INELIGIBLE.
- ****NOTE:** IF CHILD HAS MOVED, REMEMBER TO END DATE PRIOR SERVICING RC.