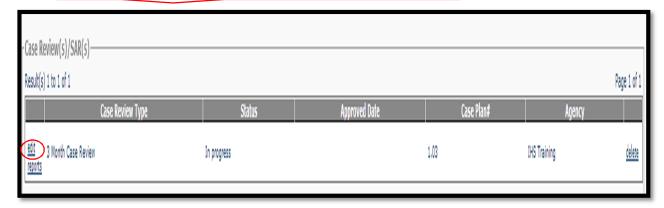
COMPLETING A SERVICE REVIEW WITHIN A CASE REVIEW

Navigate to the Case

1. Click the Case Review/SAR link in the navigation menu



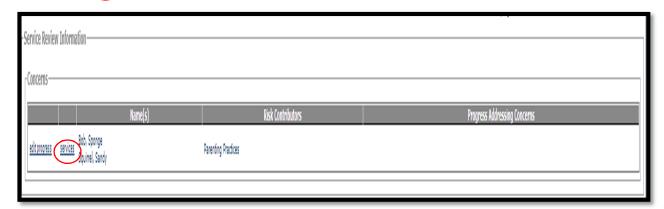
2. Click the edit link next to the Case Review "In Progress"



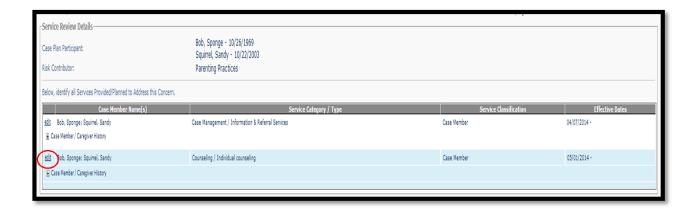
3. Click the Service Review link

Торіс	Status
Identifying Information	Completed
<u>Safety Review</u>	Not Provided
Service Review	Current Case Plan Services - Progress Provided for 0 of 2 Risk Contributors
Strength and Needs Update	Not Completed
Risk Reassesment	Not Completed
Case Analysis	Not Completed

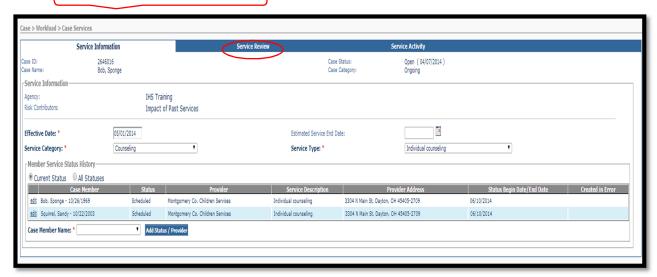
4. Click the services link



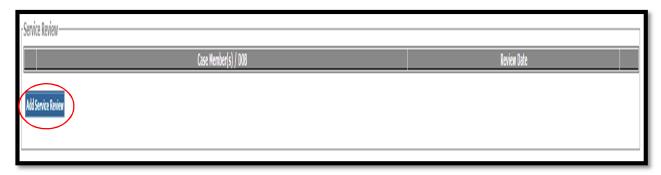
5. Click the edit link next to the service you are going to review



6. Click the Service Review tab



7. Click the Add Service Review button



1. Complete the necessary information. Enter the review date, select Case Members, Service Recommendation and Participation Status if one is required for the service you are reviewing. If Barriers exist, enter the Barrier Type and Barrier Comments. You have the option to complete the Recommendation Comments and Participation Comments narrative text boxes, however, they are not required. Select Save.



8. Click the Save button



9. Service Review has been completed. Continue these same steps for all services. When all services have been reviewed, click the Close button.

