Program Admissions

Last Modified on 30/01/2024 3:24 pm ACDT

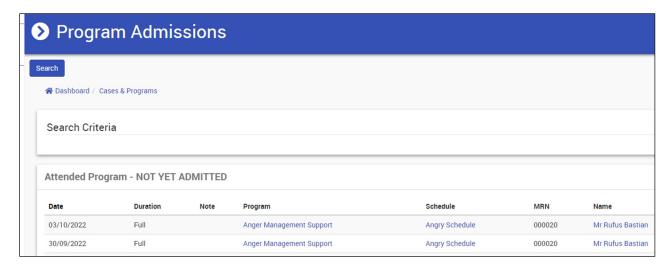
This article discusses the following topics:

opics		
What is Program Admissions		
nterface		
How to Search for a Program Admission		
Progs Missing Admissions		
rchive an entry from the 'NOT YET ADMITTED' list		

Definition of Program Admissions?

The Program Admissions interface displays a list of attendances who were expected to have an admission, but do not.

Interface

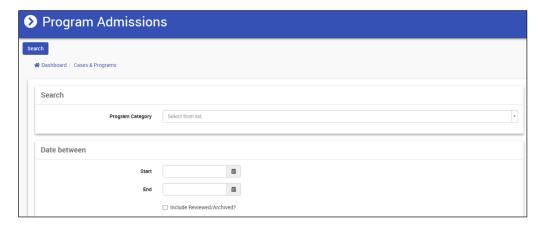


Search for a Program Admission

From the Dashboard, select Cases & Programs, and then, in the Main Menu, click Programs Admissions.

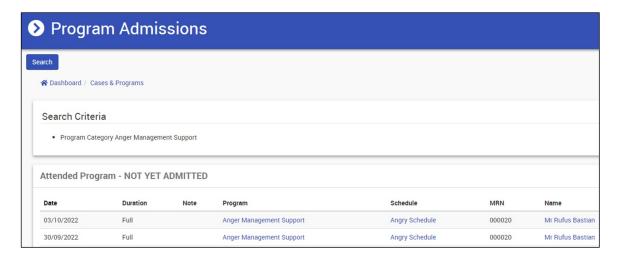
Steps

1. Click the **Search** button.



- 2. Complete one, some, or all of the search criteria as needed:
 - Program Category: Select a program category;
 - Dates: Enter a start & end date range.
 - Include Reviewed and Archived? (see below: Archive an entry from the 'Not Yet admitted list)
- 3. Click Create Search Program Reports.

Progs Missing Admissions Panel





Program Link

Click a hyperlinked program name under the "Program" column to view the program schedule for that program (see Program Schedules for more information).

Progs Missing Admissions				
Date	Program	File №	Name	
29/09/2020	Positive Attitude	0000000969	Sir Rufus O'Hare Bastian	
29/09/2020	Positive Attitude	0000000600	Max Knowles	
08/10/2020	Positive Attitude	0000000600	Max Knowles	
15/10/2020	Positive Attitude	000135	Mr Caleb James Gray	

Name Link

Click a hyperlinked name link under the "Name" column to view the patient/enrolee's details.

Archive an entry from the 'NOT YET ADMITTED' list

An entry can be archived/reviewed and removed from the Not Yet Admitted list.

Note: In the Search for a Program Admission screen there is a tick box there to Include Archived/ Reviewed

Steps:

1. Click on the Program Schedule Hyperlink



2. Click on the Duration hyperlink i.e Full (see below)



3. Tick "Does not require admission"

