



COUNTY OF SANTA CLARA
Behavioral Health Services

BHSD 7598 CCP TIMELINESS TOOL ERROR

REV. 10/10/24

REVISIONS

Date	Slides	Revisions

BHSD 7598 CCP TIMELINESS TOOL ERROR

Report Description:

This report displays all clients that have missing required fields on the BHSD Timeliness Tool report.

HOW TO ACCESS

After login click on Search, type and select **BHSD 7598 CCP Timeliness Tool Error**.

The screenshot shows a search interface with a search bar containing '7598 ccp'. Below the search bar, there are filter buttons for 'All 1', 'Clients 0', 'Staff 0', and 'Forms 1'. The 'Forms' filter is selected. Below the filters, a table displays search results under the heading 'Forms'.

Undock	Name	Menu Option
	BHSD 7598 CCP Timeliness Tool Error	/ Avatar MSO / MSO Reporting

Enter the **Start Date**, **End Date**, and **Provider**. Click process to run the report.

BHSD 7598 CCP TIMELINESS TOOL ERROR Process Discard Add to Favorites

BHSD 7598 CCP
Timeliness Tool Error

Start Date * 04/01/2024 [Calendar] [T] [Y] [Dropdown]

Provider * [Search]

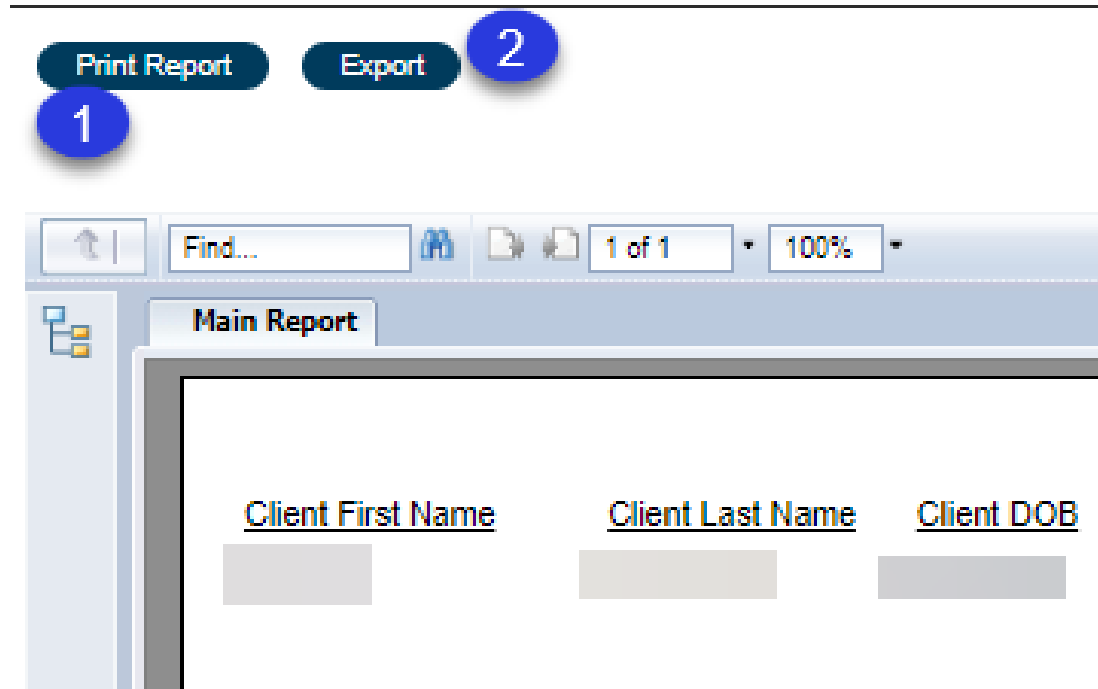
End Date * 04/30/2024 [Calendar] [T] [Y] [Dropdown]

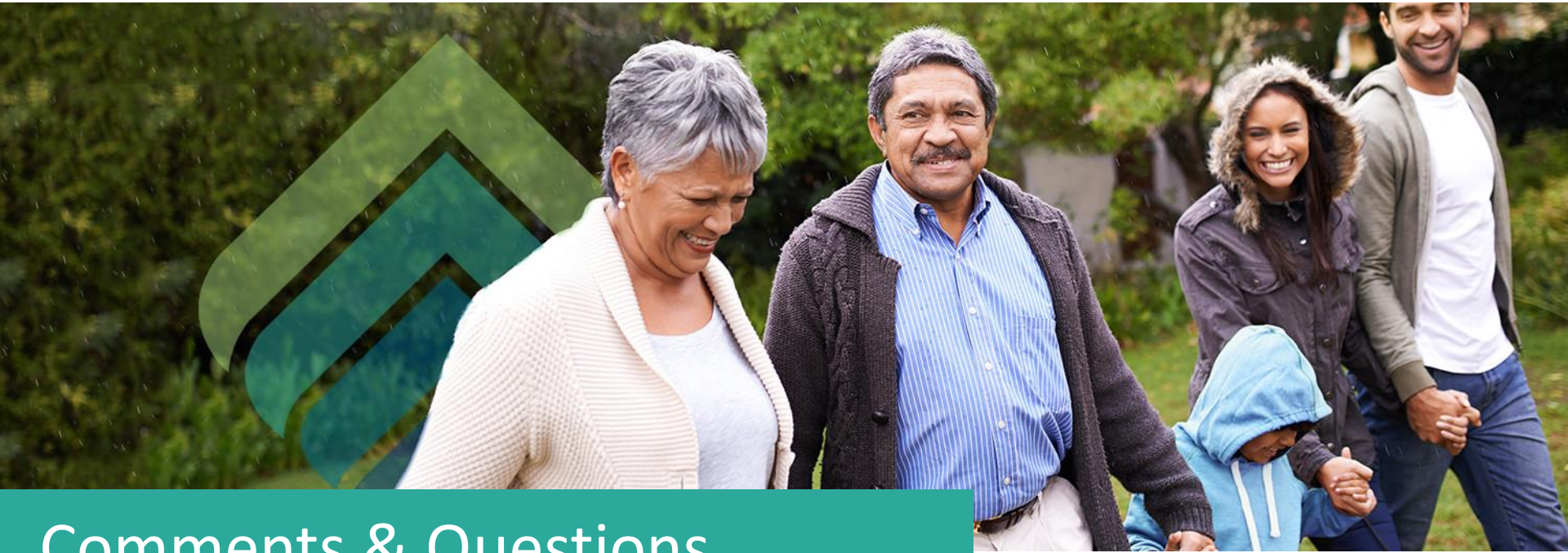
The report will display all clients with errors on the **BHSD Timeliness Tool** form. Scroll towards the right of the report to see where the errors are. The columns will display what was entered in the required field (1) and the column to the right of it will display if there is a 'No Error' (2) or if the field is 'Missing' (3).

<u>EPISODE NUMBER</u>	<u>Admission Program Name</u>	<u>Admission CCP Agency /County Clinic</u>	<u>BH Domain (SUTS/MH)</u>	<u>Date of First Contact to Request Services</u>	<u>Date of First Contact to Request Serv</u>
5		Adult/Older Adult Services - County MH	MH	4/4/2024	No Error
2		Adult/Older Adult Services - County MH	MH	4/2/2024	No Error
4		Adult/Older Adult Services - County MH	MH	4/4/2024	No Error
5		Adult/Older Adult Services - County MH	MH	4/4/2024	No Error
3		Adult/Older Adult Services - County MH	MH		Missing

HOW TO PRINT/EXPORT REPORT

The report will have opened in a new window; you can **(1)** Print to PDF or **(2)** Export it to a different format.





Comments & Questions