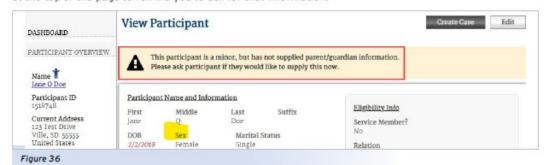






For any minor who has not yet provided information on any Parent/Guardian, a message box is displayed at the top of the page to remind you to ask for that information.



6.3. Search for Parent/Guardian

6.3.1. USING SEARCH SCREEN

You should use the main <u>Search</u> screen if you do not have the Participant information, or you wish to view the Parent/Guardian record independent of their Minor Participant(s).

6.3.2. FROM MINOR PARTICIPANT DETAILS

Click the Edit button to open the editable view of the Participant.







Find sex

Rep

10.2. List Reports

For List Reports, you will provide a date range and/or other filter criteria. When you click "View Report" it will render a list of records matching your criteria.

The following are List Reports:

- Crisis -DTW-MR Details Report
- NMCO Stale Cases Report
- Program Study Consent Report
- SECO Case Activity Report
- SECO Closed Case Activity Report
- SECO Inactive Case Report
- SECO Unassigned Case Report
- Outreach Support Report for Separating and or Retiring Service Members
- Tax Outreach Support Report
- Transition Assistance Program Data Report
- Transition Assistance Program Data Warm Handover
- Transition Assistance Program Peer Support Warm Handover

10.3. Summary Reports

You also will provide filter criteria for Summary Reports. However, when you click "View Report" it will render a simple aggregate summary of the number of records matching your criteria.

The following are Summary Reports:

- Crisis DTW-MR Internal Summary Report
- Quick Call Categories

10.4. Dimensional Aggregate Reports

For Dimensional Aggregate Reports you will again provide filter criteria. In addition, you must select dimensions for aggregates (total numbers of records) across X and Y dimensions. The numbers in each cell of the result represent the total number of records that meet the criteria on each dimension. For example, if Sex is selected for the X Axis and Marital Status is selected for the Y Axis, then the report will provide totals for Single Men, Married Men, Divorced Men, Single Women, Married Women, Divorced Women, etc.

The following are Dimensional Aggregate Reports:

- Case Demographics Report
- SECO Case Demographics Report
- SECO Participant Demographics Report
- Session Demographics Reports