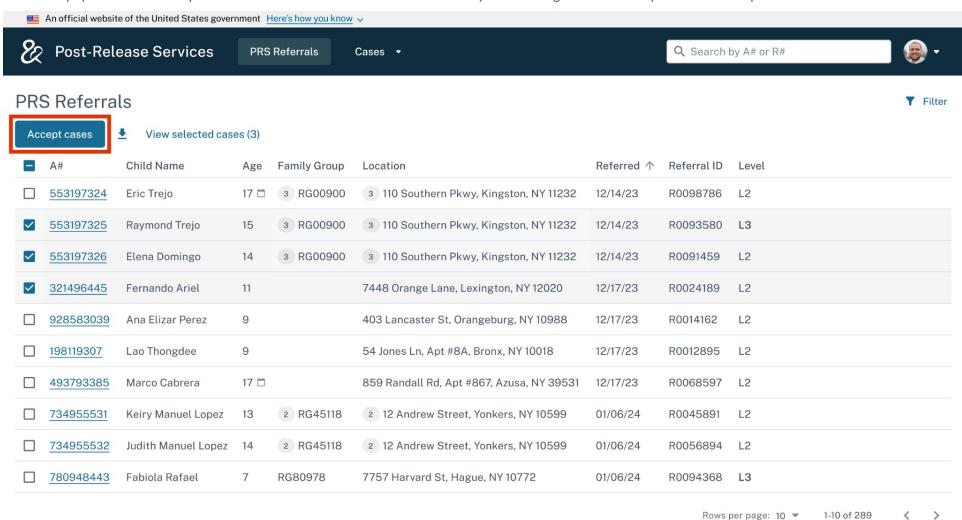
# Post-Release Services (PRS) Referral (Form S-19) **Appendix - Administrative Actions**

NOTE: The information displayed in this document is fake and does not belong to actual people.

## **ACCEPT CASE**

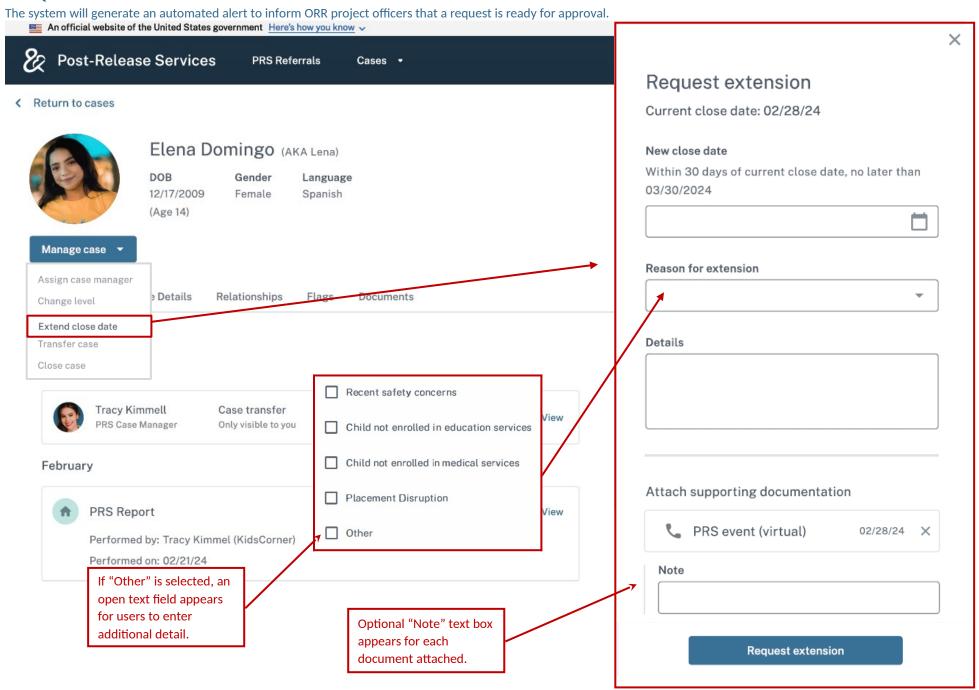
Data auto-populated from completed PRS Referral forms in UC Portal. Users may select a single case or multiple cases to accept.



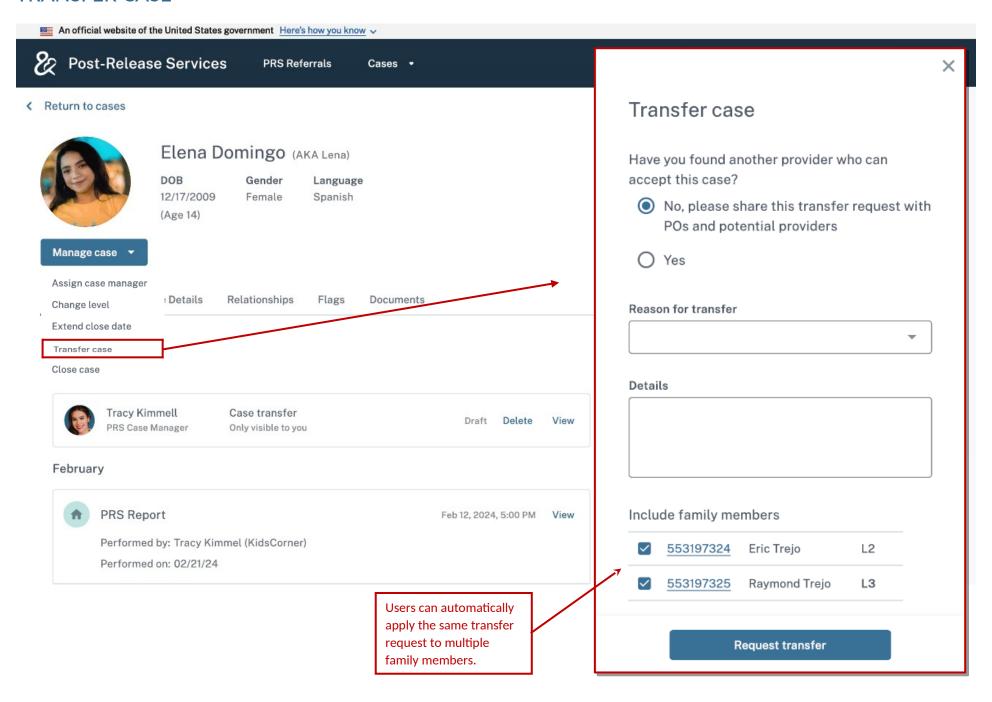
#### **ASSIGN CASE MANAGER**

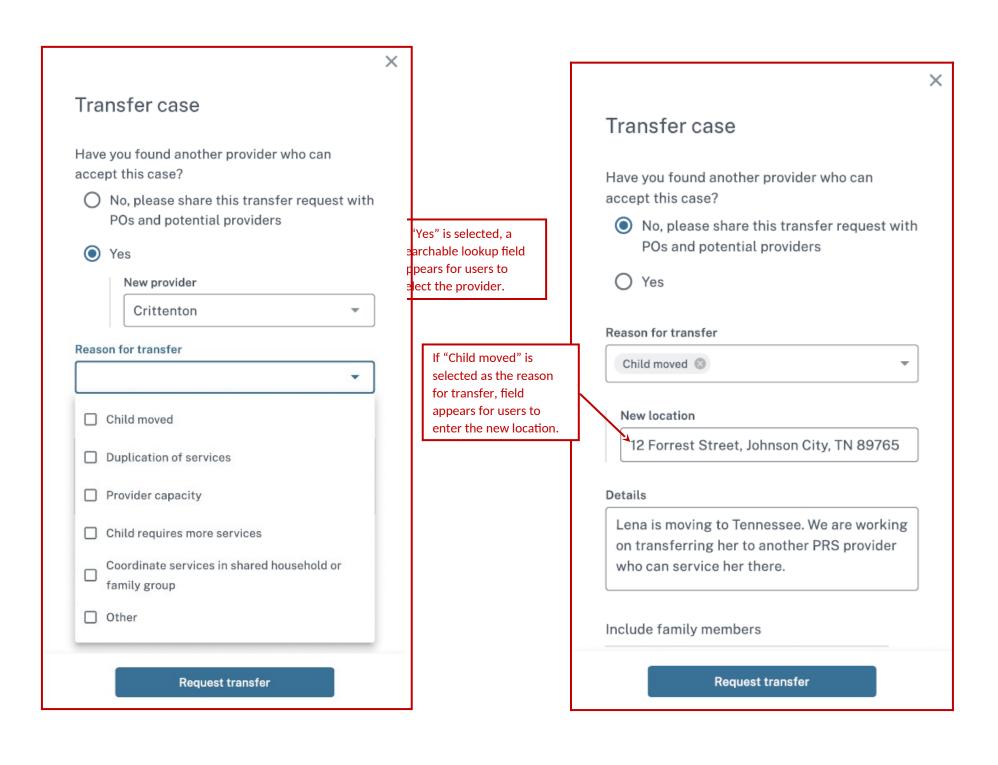
Users may assign a case manager for a single case or for multiple cases. The Case manager field is a searchable lookup field. An official website of the United States government Here's how you know V Post-Release Services **PRS Referrals** Cases • Return to cases Assign a case manager Elena Domingo (AKA Lena) Case manager DOB Gender Language Tra 12/17/2009 Female Spanish (Age 14) Tracy Kimmel Travis Michael Manage case -William Trace Assign case manager Relationships Flags Details Documents Change level Extend close date Transfer case United States government Here's how you know > Close case Post-Release Services **PRS Referrals** Cases • **Active Cases** Filter Manage cases Assign case manager Child Name Location Level Referred Accepte Transfer cases 197324 Eric Trejo Kingston, NY L2 12/14/23 02/28/2 R0093580 553197325 Raymond Trejo Kingston, NY L3 12/14/23 02/28/2 R0091459 553197326 Elena Domingo Kingston, NY L2 12/14/23 02/28/2 02/15/2 R0024189 321496445 Fernando Ariel Lexington, NY L2 12/17/23 Assign cases R0014162 928583039 Ana Elizar Perez Orangeburg, NY L2 12/17/23 02/15/2

# **REQUEST EXTENSION**

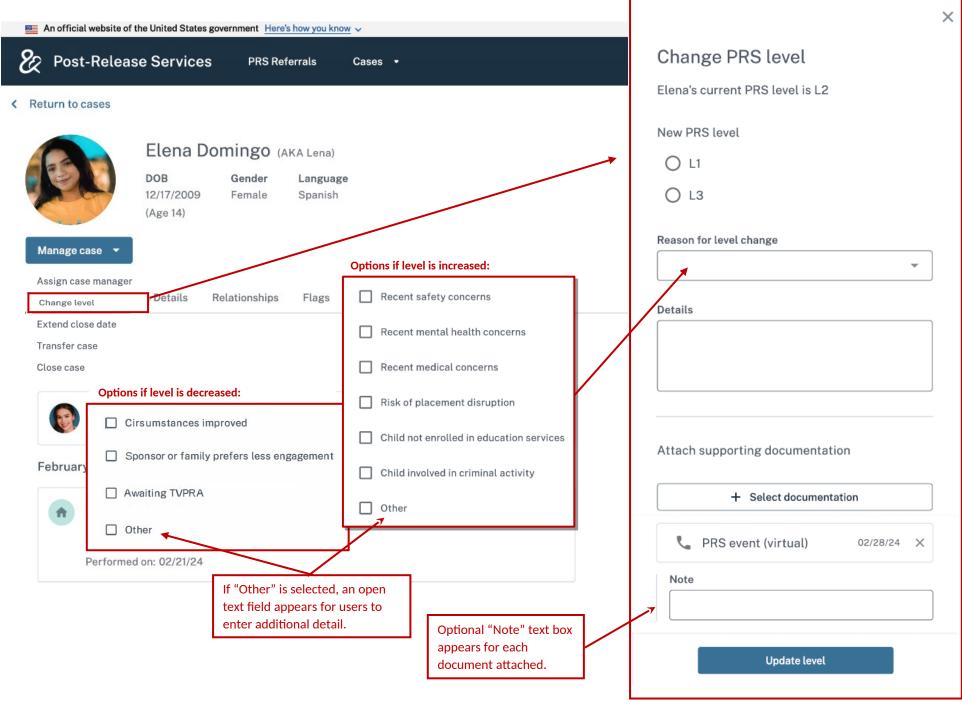


## TRANSFER CASE





## **CHANGE PRS LEVEL**



### **CLOSE CASE**

