



# Reconciling Missing Referrals for Assessments

Enter the clients Full Name or Unique Identifier in the Search Bar

SEARCH FOR A CLIENT ADD CLIENT +

SEARCH

Use full name, partial name, date of birth or any combination.

**⚠ Two reminders: (1) entering data for clients who have not signed an ROI is not permitted; (2) be sure to check the assessments tab to see if your client has a VI-SPDAT score....If they don't, please complete an assessment today.**

Select on the Assessments Tab to view previously recorded assessments

## Test Client Bitfocus

[PROFILE](#) [HISTORY](#) [PROGRAMS](#) [SERVICES](#) **ASSESSMENTS** [NOTES](#) [FILES](#) [CONTACT](#) [LOCATION](#)

In the Assessment History select the ELIGIBILITY option for the VI-SPDAT Assessment

## Test Test

[PROFILE](#) [HISTORY](#) [SERVICES](#) **PROGRAMS** [NOTES](#) [FILES](#) [LOCATION](#)

PROGRAM: ECS PARTNER – UCSF

[Enrollment](#) [History](#) [Provide Services](#) **Assessments** [Notes](#) [Files](#) × Exit

### Assessments

LINK FROM ASSESSMENTS

Adult Primary CE Assessment START

### Assessment History

Assessment Name	Completed	Details
Adult Primary CE Assessment	11/21/2018	Adult Priority:21 <b>ELIGIBILITY</b>

Usual  Status Assessment



## Reconciling Missing Referrals for Assessments

In the Program Eligibility Determination Section, select the Community House Queue and then REFER DIRECTLY TO COMMUNITY QUEUE

**PROGRAM ELIGIBILITY DETERMINATION**

**VI-SPDAT-V2-C Score Summary**

GENERAL	0		
HISTORY OF HOUSING & HOMELESSNESS	1	RISKS	1
SOCIALIZATION & DAILY FUNCTION	3	WELLNESS	5

**VI-SPDAT-V2-C PRE-SCREEN TOTAL 10**

Community Housing Queue

Administration Only/CET **DO NOT refer to the Administration Only/CET Queue**

**REFER DIRECTLY TO COMMUNITY QUEUE(S)**

CANCEL

Click Send Referral to complete the referral to the Community Queue

**REFERRAL: ADD**

**Referred Program** Community Queue

**Referred to Agency** Community Queue

**Referring Agency** HSH: Adult & Vet Outreach (Homelink Replacement)

**Private**

**B** **I**

This is a referral.

**SEND REFERRAL** CANCEL