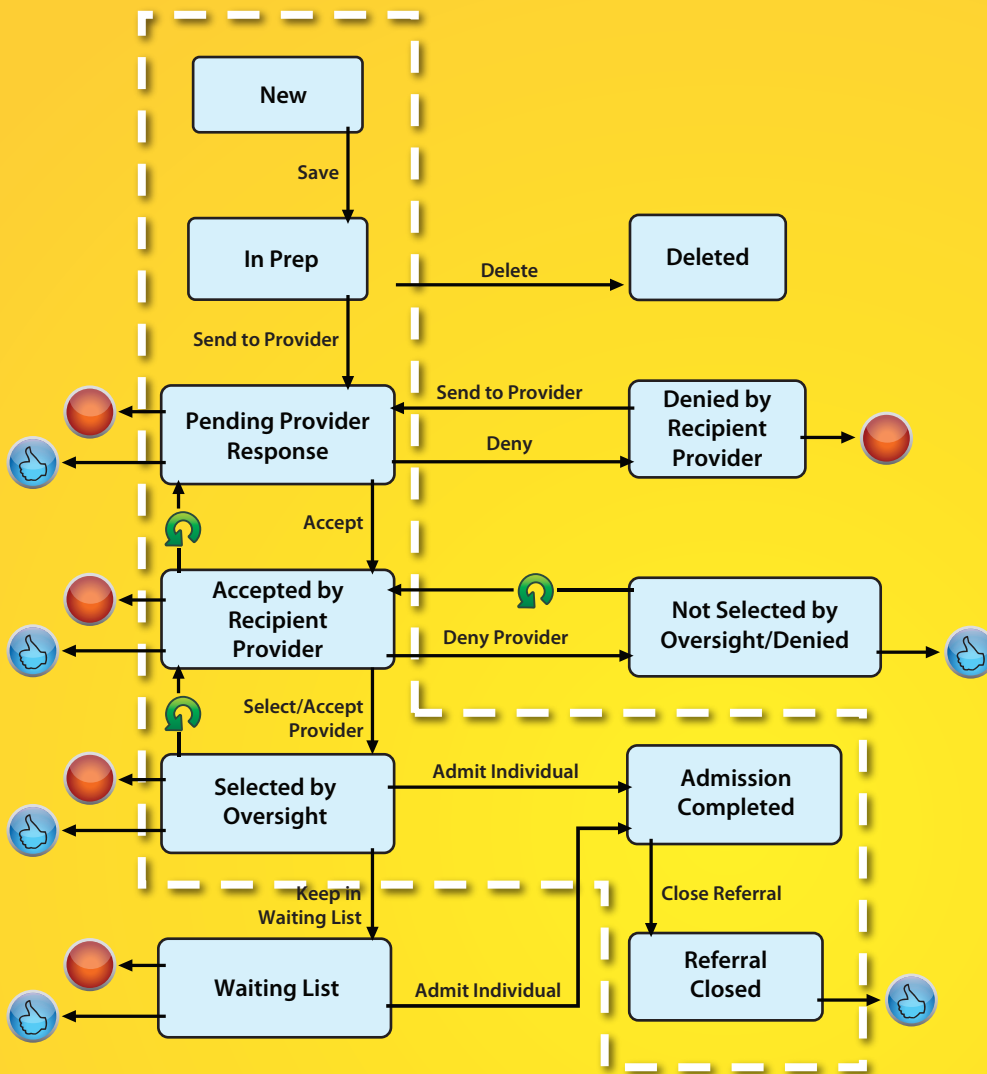







# Referral Workflow



The steps involved in referral sending, receiving response, provider selection, waiting list management and final admission is illustrated in the accompanying diagram.

When referrals are sent to support providers, they can be accepted or denied. The agencies that accept are then screened by the oversight agency. When an agency is selected, a data form containing details regarding the individual is placed on the support provider's waiting list.

The individuals are added into the support provider's system by clicking on 'Admit' on this data form.

-  → Discontinued
-  → Acknowledged
-  → Revert

## Intake by support providers

Support providers can also intake individuals independently. While admitting an individual, users are able to specify one, or if present more than one, oversight agency for that individual.

## Linking matching individual records

When support providers specify an oversight agency for an individual they have taken in, that person's records become visible to the State/oversight entity. Administrators at the oversight agency are able to check if matching records exist in the system and then link them.

This way multiple instances of the same individual's records can be easily tracked and referenced.



for States & Counties