

Unposted Appointments by Staff

In Avatar LIVE browse for report: Avatar PM/Reports/Unposted Appointments by Staff.

The “Unposted Appointments by Staff” displays the information about all appointments with missing notes or in draft. The report can be filtered by date range, Supervisor Staff ID and/or Practitioner Staff ID.

The screenshot displays the Avatar 2016 web application interface. The browser window title is "Avatar 2016". The navigation bar includes "Home", "Unposted Appoin", "Preferences", "Lock", "Sign Out", "Switch", "Help", and "warnkem". The main content area is titled "Unposted Appointments by Staff" and features a "Process" button and a sidebar with icons for home, search, and other functions. The main form contains the following fields:

- Datefrom**: A date selection field with a calendar icon, a "T" button, a "Y" button, and a "P" button.
- Dateto**: A date selection field with a calendar icon, a "T" button, a "Y" button, and a "P" button.
- supervisor**: A text input field with a search icon.
- practitioner**: A text input field with a search icon.

The status bar at the bottom shows "SantaCruz myAvatar Live", "AVPM (LIVE)", "09/26/2016 10:36 AM", and "100%".

Parameters:

- Datefrom – required
- Dateto - required
- supervisor – Staff ID or blank for all,
- practitioner - Staff ID or blank for all.

unposted appointments by staff092616.pdf - Adobe Acrobat Pro

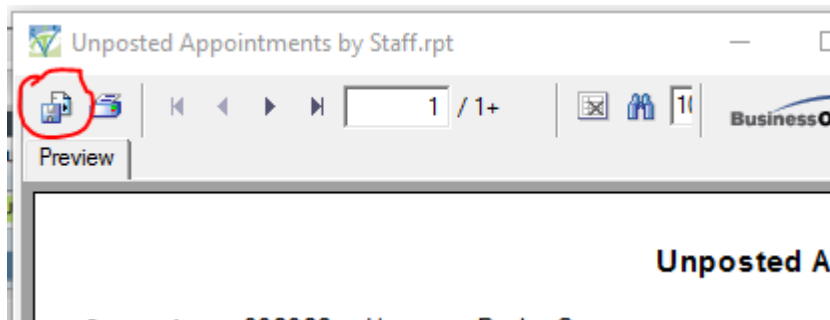
File Edit View Window Help

Unposted Appointments from 4/1/2016 to 9/26/2016

Supervisor: [REDACTED] [REDACTED]
Practitioner: [REDACTED] [REDACTED]

Episode	Patient	Appointment	Disposition	Service	Note	Program
2	[REDACTED]	4/25/2016 01:00 PM	Checked In	S060 SAME/NEXT DAY	Missing	
11	[REDACTED]	7/7/2016 07:00 AM	Posted	M401 CASE MANAGEMENT	Missing	
23	[REDACTED]	5/10/2016 01:00 PM	Posted	M645 INDIVIDUAL REHAB COUNSELING	Missing	
16	[REDACTED]	5/10/2016 02:30 PM	Posted	M445 INDIVIDUAL REHAB COUNSELING	Missing	
15	[REDACTED]	5/10/2016 10:00 AM	Posted	M445 INDIVIDUAL REHAB COUNSELING	Missing	
38	[REDACTED]	5/16/2016 09:00 AM	Posted	M645 INDIVIDUAL REHAB COUNSELING	Missing	
27	[REDACTED]	6/21/2016 11:30 AM	Posted	M445 INDIVIDUAL REHAB COUNSELING	Missing	
4	[REDACTED]	4/25/2016 01:00 PM	Posted	M645 INDIVIDUAL REHAB COUNSELING	Missing	
4	[REDACTED]	8/19/2016 10:20 AM	Posted	M445 INDIVIDUAL REHAB COUNSELING	Draft	CO-TRANS County - Adult TRANS
4	[REDACTED]	8/5/2016 08:00 AM	Posted	M445 INDIVIDUAL REHAB COUNSELING	Draft	CO-TRANS County - Adult TRANS
14	[REDACTED]	8/9/2016 04:25 PM	Posted	M445 INDIVIDUAL REHAB COUNSELING	Draft	CO-TRANS County - Adult TRANS
7	[REDACTED]	8/11/2016 08:00 AM	Posted	M445 INDIVIDUAL REHAB COUNSELING	Draft	CO-TRANS County - Adult TRANS
15	[REDACTED]	4/4/2016 02:00 PM	Posted	M401 CASE MANAGEMENT	Draft	CO-TRANS County - Adult TRANS
9	[REDACTED]	4/4/2016 11:00 AM	Posted	M445 INDIVIDUAL REHAB COUNSELING	Draft	CO-TRANS County - Adult TRANS
22	[REDACTED]	6/16/2016 08:30 AM	Posted	M432 PLAN DEVELOPMENT	Missing	
5	[REDACTED]	8/9/2016 08:30 AM	Posted	M401 CASE MANAGEMENT	Missing	
4	[REDACTED]	8/9/2016 11:30 AM	Posted	M401 CASE MANAGEMENT	Missing	
24	[REDACTED]	8/19/2016 09:30 AM	Posted	M431 THERAPEUTIC ASSESSMENT	Missing	
2	[REDACTED]	8/19/2016 10:30 AM	Posted	M431 THERAPEUTIC ASSESSMENT	Missing	
2	[REDACTED]	5/23/2016 03:00 PM	Posted	M401 CASE MANAGEMENT	Missing	
4	[REDACTED]	8/9/2016 01:00 PM	Posted	M445 INDIVIDUAL REHAB COUNSELING	Draft	CO-TRANS County - Adult TRANS

For exporting the report to Excel, click on the report's top left corner:



Select "Microsoft Excel" in the "Format:" drop down menu, and click "OK"