

Post Logs

In **Post Logs** select Provider, Sub Unit and Log (and/or a service) from the drop down. Click on **Add Permanent Client to Log** button to add participant to log. After adding to log, the participant with selected options display as shown below.

Service units must be saved before changing to a new page on the grid or the service units entered will be lost.

Unit Entry: Service Total/Post:

Services

Post Date:

Contractor:

Sub Unit:

Service:

Provider:

Logs:

How many Rows to Display? 50 100 250 500

Client	Name	Posting	Title III B	Reason	
1008849998	Jacob, Andrew	Adult Day Care	<input type="text" value="0"/> <input type="text" value="0"/>	Assessment Out of Date	<input type="button" value="Remove"/>
		Case Management	<input type="text" value="0"/> <input type="text" value="0"/>	Assessment Out of Date	
		Chore	<input type="text" value="0"/> <input type="text" value="0"/>	Assessment Out of Date	
		Homemaker	<input type="text" value="0"/> <input type="text" value="0"/>	Assessment Out of Date	
		Personal Care	<input type="text" value="0"/> <input type="text" value="0"/>	Assessment Out of Date	
1001449993	Jacob, Linto	Adult Day Care	<input type="text" value="0"/> <input type="text" value="0"/>	Service Not Qualified	<input type="button" value="Remove"/>
		Case Management	<input type="text" value="0"/> <input type="text" value="0"/>	Service Not Qualified	
		Chore	<input type="text" value="0"/> <input type="text" value="0"/>	Service Not Qualified	
		Homemaker	<input type="text" value="0"/> <input type="text" value="0"/>	Service Not Qualified	
		Personal Care	<input type="text" value="0"/> <input type="text" value="0"/>	Service Not Qualified	

In the above form, first participant **Andrew Jacob** is displayed with **Assessment Out of Date** as reason. If you click on the link, it will take you to the following form where you will be able to add a new enrollment for the participant by clicking **Add New Enrollment** button.

***Save all your data before selecting **Assessment Out of Date** or **Service Not Qualified** link.

Log Errors

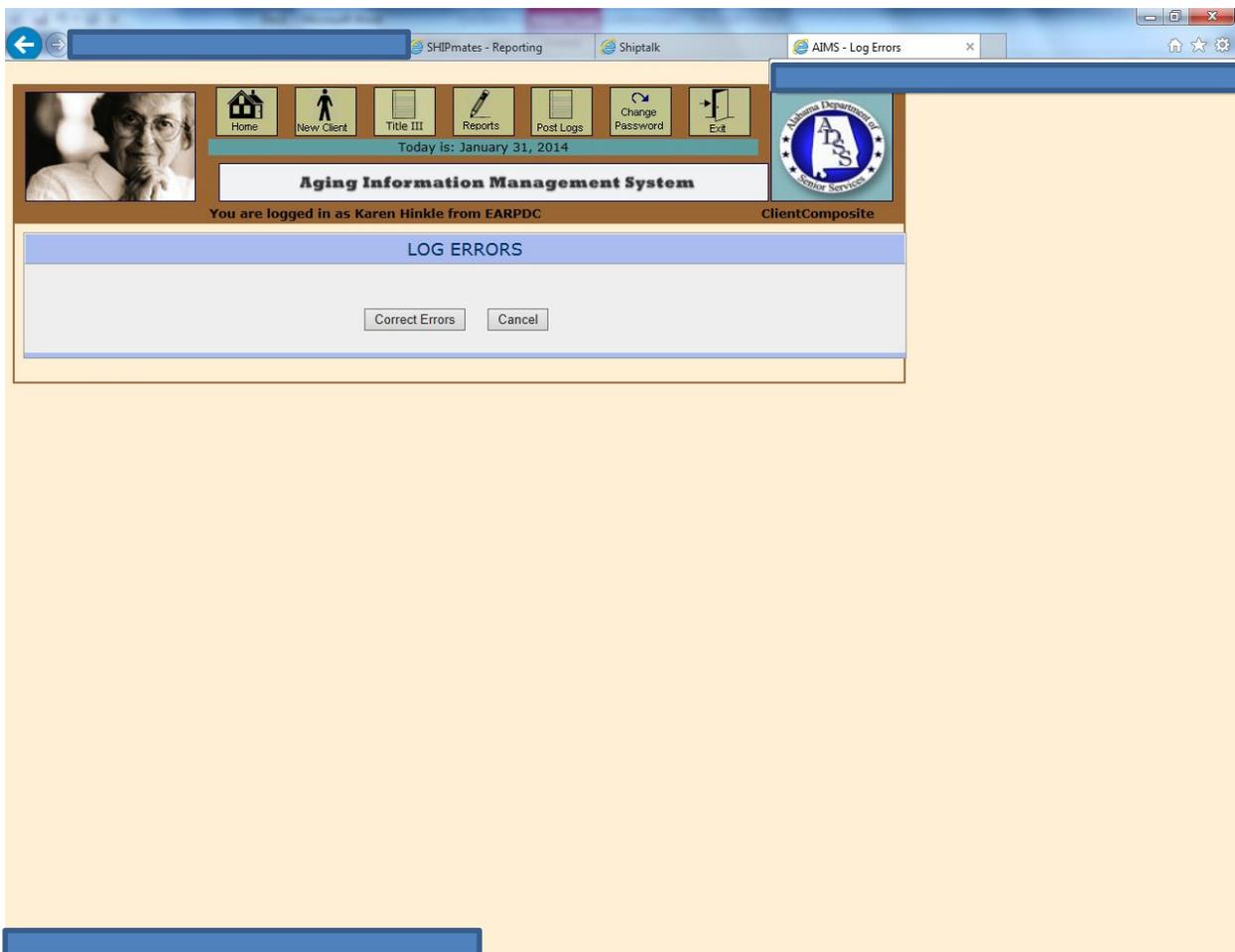
Add new Enrollment Button to add a new enrollment with new enrollment date.

The screenshot shows a web browser window with the address bar displaying "AIMS - Log Errors". The page features a navigation menu with icons for Home, New Client, Title III, Reports, Post Logs, Change Password, and Exit. Below the menu, the date "Today is: January 28, 2014" is shown. The main header includes the "Aging Information Management System" logo and the text "You are logged in as Karen Hinkle from EARPDC" and "ClientComposite". The main content area is titled "LOG ERRORS" and displays the message "No enrollments associated with this enrollee." in red text. Below this message is a button labeled "Add New Enrollment".

Log Errors

The second participant **Linto Jacob** is displayed with **Service Not Qualified** as the reason. If you click on the reason, it will take you to a following form named **Log Errors**.

In this from you will have **Correct Errors** and **Cancel** buttons. The **Correct Errors** button will let you correct the errors which stop the particular client from qualifying for the service. The **Cancel** button will take you back to the Post Logs page.



The screenshot shows a web browser window with the following elements:

- Browser tabs: SHIPmates - Reporting, Shiptalk, AIMS - Log Errors
- Navigation menu: Home, New Client, Title III, Reports, Post Logs, Change Password, Exit
- System information: Today is: January 31, 2014
- System name: Aging Information Management System
- User information: You are logged in as Karen Hinkle from EARPDC
- Client information: ClientComposite
- Alabama Department of Senior Services logo
- Form title: LOG ERRORS
- Form buttons: Correct Errors, Cancel