

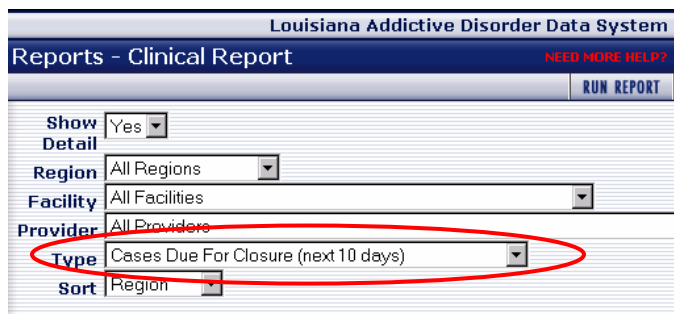
- WHAT'S NEW IN LADDS? -

- ✓ **Service Code 31: Urine Collection on the Service Ticket is now referred to as "Drug Screening Collection".**
- ✓ **Cannot terminate case without completing the financial information.**

Starting November 17, case cannot be terminated without completing the "Financial Info". If you **DO NOT** see the "Termination Form", it means the financial information is blank.

✓ **Cases Due for Closure (next 10 days)**

A new report has been added to the "Clinical Report". Under "Type" there is an option to run a report on "Cases Due for Closure (next 10 days)". This will be a helpful utility to monitor active cases that are about to expire in the next 10 days (or cases with no activity/service for the last 80 days).



Cases Due for Closure (next 10 days)
As of November 10, 2003

Region	No. of Cases Due for Closure (next 10 days)
HQ	0
1	20
2	28
3	12
4	11
5	13
6	19
7	14
8	16
9	32
TOTAL	165

EXPIRED CASES AS OF NOVEMBER 10, 2003

Region	As of Nov. 3	As of Nov. 10	Difference	% Change
HQ	3	0	3	100%
1	678	592	86	13%
2	869	674	195	22%
3	65	17	48	74%
4	190	141	49	26%
5	138	140	-2	-1%
6	233	90	143	61%
7	395	325	70	18%
8	338	78	260	77%
9	415	280	135	33%
TOTAL	3,324	2,337	987	30%

Note: Regional and Facility Managers should regularly run the Clinical Report to monitor cases past due for closure and cases due for closure (next 10 days).



- Q&A -

Q: What service type can we use for "Hair Collection"?

A: The Design Team decided that rather than adding a separate field for hair collection, the previous service type "Urine Collection" was changed to "Drug Screening Collection" to cover both urine, oral and hair collection. Note: This is code "31" on the service ticket.



- REMINDER -

All expired cases should be closed by **November 14, 2003**. Remember by **November 17**, you need to complete the "Financial Info" before you can terminate any case. For example, if you have expired cases that migrated from MISADA for the year 1999 or 2000; you will not be able to close it unless you completed the financial information. *In short, more tasks to do...*