



Provider Assignment: Dashboard Report

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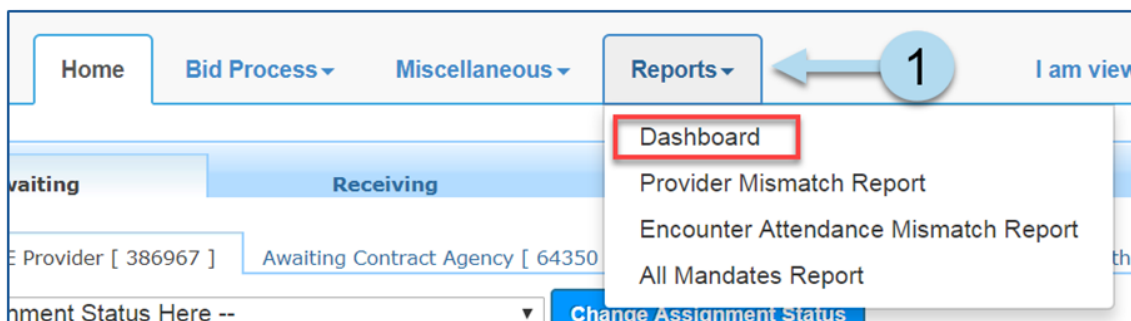
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Introduction

This guide provides staff an understanding of the Dashboard Report in Provider Assignment and how to use the filters to display the desired report data.

Process Steps

1. In Provider Assignment, click **Reports** located at the top of the screen and select **Dashboard** from the dropdown menu.



2. The *Dashboard Report* will open with the Service Type displayed on the far left of the report.

District: All Districts		School: All Schools										CSE: All CSE		CSE District: All Districts																	
		AWAITING												RECEIVING																	
Service Type	AFA	DOE				CA				Ind RSA				Ind SETSS				Total Await	DOE				CA				Ind RSA				Ind SETSS
		Bil	Mon	Tot		Bil	Mon	Tot	AFA	Bil	Mon	Tot	AFA	Bil	Mon	Tot	P/L/P/F		Bil	Mon	Tot	P/L/P/F	Bil	Mon	Tot	P/L/P/F					
Adapt PE			2	0				0				0				0			2												
Asst Tech				0				0				0				0			0							4	0				
Audiology				0				0				0				0			0							0	0				
Counseling	5	1679	87415	89094	814	873	9294	10167	23	720	2301	3021	3		3	102285		3	127	5325	5452			72	724	796					
Hearing	11	89	2289	2378		21	228	249		24	253	277			0	2904					0	1	1	90	91						
Nrs-Transp				2				0				0				0			0					3	3	3					
Or/Mob		3	177	180			6	6			14	14				200					0				2	2					
Oral Translit		1	41	42			10	10			21	21				73					0				18	18					
OT	163	126	51482	51608	709	18	7765	7783	54	19	6621	6640	7		7	66038		1	1	156	14616		99	3	3667	3670					
Para-Alt Place			255	4232		36	8	44		10		10				4286					0			3	3						
Para-Crisis			8649	8649	10		293	293	1		73	73				9015		73		1013	1013			67	67						
Para-Health			7313	7313	9		198	198	1	3	117	120				7631				427	427	3	3	149	152						
Para-Or/Mob			473	473			4	4			3	3				480				22	22			3	3						
Para-Toilet			428	428			10	10			1	1				439				15	15			3	3						
Para-Transp			1865	1865	4		79	79			49	49				1993				264	264			35	35						
Parent C/T			1	1			5	5			8	8				14									0	0					
PT	3	42	18611	18653	73	3	1387	1390	12	1	2045	2046	3		3	22092			56	1102	1102	85	1	1098	1099						
SETSS	1	1241	63653	64894				0				0		1669	6166	7835	72729				0						467	1133			
Sign Lang			11	11			9	9			1	1				21					162	162									
Speech	16	8834	127377	136211	3006	2208	11382	13590	65	2149	4651	6800	14	1	13	14	156615			132	1822	24980	52	668	2798	3466					
Vision		12	690	702		2	29	31	1	3	80	83				816					0			54	54						
Other			5	5				0			5	5				10				0				1	1						
Total for all Service Types	199	16004	370739	386743	4625	3161	30707	33868	157	2929	16243	19172	27	1670	6192	7862	447645		1	1	347	1949	47926	49875	240	751	8716	9467	467	1133	

Note: The Dashboard report lists the total number of rows per Service Type across all of the Awaiting and Receiving tabs.

Both the *Awaiting* and *Receiving* columns include four sub-tabs with the titles below:

- DOE – mandate rows for *Department of Education* providers.
- CA – mandate rows for *Contract Agency* providers.
- Ind RSA – mandate rows for *Independent RSA* providers.
- Ind SETSS – mandate rows for *Independent SETSS* providers.

The *Awaiting* sub-tabs are further decomposed into the following columns:

- Number of rows with an *Assignment Status of Awaiting First Attend (AFA)*
- Number of rows that are a *Bilingual Service (Bil)*
- Number of rows that are a *Monolingual Service (Mon)*
- Total number of rows awaiting per *Service Type (Tot)*

Service Type	DOE				AWAITING																Total Await
	AFA	Bil	Mon	Tot	AFA	Bil	Mon	Tot	AFA	Bil	Mon	Tot	AFA	Bil	Mon	Tot	AFA	Bil	Mon	Tot	
Adaptv PE				0				0				0				0				0	0
Asst Tech			2	2				0				0				0				0	2
Audiology				0				0				0				0				0	0
Counseling	5	179	115	294	814	873	9294	10167	23	720	2301	3021	3		3	3				3	102285
Hearin				3		21	228	249		24	253	277				0				0	2904
Nrs-Transp			2	2				0				0				0				0	2
Or/Mob		3	177	180			6	6			14	14				0				0	200
Oral Translit		1	41	42			10	10			21	21				0				0	73
OT	163	126	51482	51608	709	18	7765	7783	54	19	6621	6640	7		7	7				7	66038
Para-Alt Place		3977	255	4232		36	8	44		10		10				0				0	4286
Para-Crisis			8649	8649	10		293	293	1		73	73				0				0	9015
Para-Health			7313	7313	9		198	198	1	3	117	120				0				0	7631
Para-Or/Mob			473	473			4	4			3	3				0				0	480
Para-Toilet			428	428			10	10			1	1				0				0	439
Para-Transp			1865	1865	4		79	79			49	49				0				0	1993
Parent C/T			1	1			5	5			8	8				0				0	14
PT	3	42	18611	18653	73	3	1387	1390	12	1	2045	2046	3		3	3				3	22092
SETSS	1	1241	63653	64894				0				0		1669	6166	7835				7835	72729
Sign Lang			11	11			9	9			1	1				0				0	21
Speech	16	8834	127377	136211	3006	2208	11382	13590	65	2149	4651	6800	14	1	13	14				14	156615
Vision		12	690	702		2	29	31	1	3	80	83				0				0	816
Other			5	5				0			5	5				0				0	10
Total for all Service Types	199	16004	370739	386743	4625	3161	30707	33868	157	2929	16243	19172	27	1670	6192	7862					447645

The Receiving sub-tabs are further decomposed into the following columns:

- Number of rows that are *Partially Receiving by Language* (P/L)
- Number of rows that are *Partially Receiving by Frequency* (P/F)
- Number of rows that are a *Bilingual Service* (Bil)
- Number of rows that are a *Monolingual Service* (Mon)
- Total* number of rows receiving per *Service Type* (Tot)

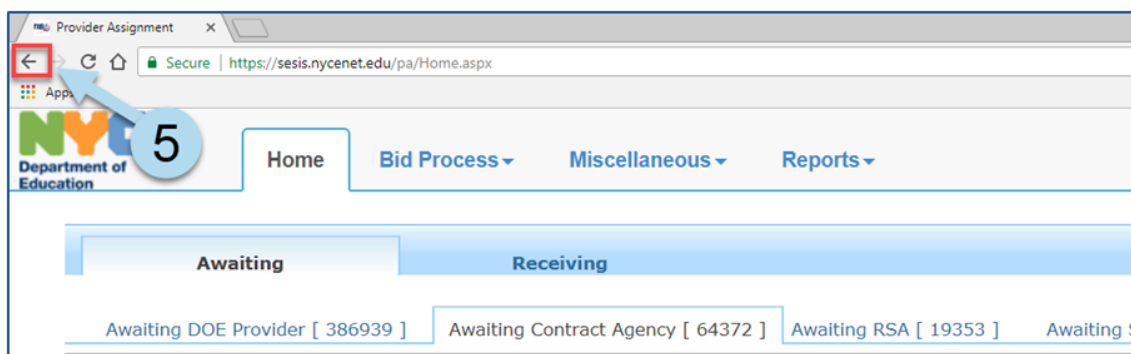
DOE					RECEIVING										Ind SETSS					Total	TOTAL
P/LP/FBilMonTot	P/L	P/F	Bil	Mon	Tot	P/L	P/F	Bil	Mon	Tot	P/L	P/F	Bil	Mon	Tot	Recv	RECM				
	0				0					0					0	0	0				
	0				0				4	4					0	4	6				
	0				0					0					0	0	0				
	0				0			72	724	796					0	6248	108533				
	0				0	1	1	90	91						0	91	2995				
	0				0			3	3						0	3	5				
	0				0			2	2						0	2	202				
	0				0			18	18						0	18	91				
1	1	156		14616	14616	99	3	3667	3670					1	1	18288	84326				
	0				0			3	3						0	3	4289				
	0			1013	1013				67	67					0	1080	10095				
	0			427	427	3	3	149	152						0	579	8210				
	0			22	22			3	3						0	25	505				
	0			15	15			3	3						0	18	457				
	0			264	264			35	35						0	299	2292				
	0				0					0					0	0	14				
	0	56		1102	1102	85	1	1098	1099						0	2201	24293				
	0				0					0		467	1133	13976	15109	15109	87838				
	0			162	162					0					0	162	183				
	0	132	1822	24980	26802	52	668	2798	3466						0	30268	186883				
	0				0			54	54						0	54	870				
	0				0			1	1						0	1	11				
1	1	347	1949	47926	49875	240	751	8716	9467			467	1133	13977	15110	74453	522098				

3. To view details for the individual mandate rows for a *Service Type*, click a **number** in the report.

Service Type	DOE				AWAITING				Ind	
	AFA	Bil	Mon	Tot	AFA	Bil	Mon	Tot	AFA	Bil
Adaptv PE				0				0		
Asst Tech			2	2				0		
Audiology				0				0		
Counseling	5	1679	87415	89094	814	873	9294	10167	23	720
Hearing	11	89	2289	2378			228	249		24
Nrs-Transp			2	2				0		
Or/Mob		3	177	180			6	6		
Oral Translit		1	41	42			10	10		
OT	163	126	51462	51588	709		7785	7803	54	19
Para-Alt Place		3977	255	4232		36	8	44		10

- The mandate grid will open with the rows for the selected *Service Type* and column (Awaiting Receiving) with preset filters in the Search panel.

- To return to the *Dashboard Report*, click the **back arrow** in the upper left corner of your browser.



Filter Report Results

Several filters are available at the top of the *Dashboard* report that can be used to filter your report results.

- Select a **district** from the *Districts* dropdown menu.

Note: District 84 (Charter Schools) can be found toward the bottom of the list.

7. Select a specific school within the district from the *School* dropdown menu when applicable.

Note: A *District* must be selected first before choosing a school.

District: 04 School: All Schools CSE: All CSE

Service Type	DOE				AF	Mon	Tot
	AFA	Bil	Mon	Tot			
Adaptv PE				0			
Asst Tech				0			
Audiology				0			
Counseling	24		1752	1776			
Hearing		5	30	35			
Nrs-Transp				0			
Or/Mob			3	3			
Oral Translit				0			
OT	1	2	1049	1051			
Para-Alt Place		51	6	57			
Para-Crisis			101	101			

17F946-Northport
17F947-Charing Cross
17F948-Tomscot
17F949-Westridge
17F950-Forest Dale
17F951-Briar Crest
17F952-Washington
17F953-Blaine
17F954-Golf View
17F955-Walton
17F956-Chive
17F957-Morrow

8. Select a specific *Committee On Special Education* from the *CSE* dropdown menu when applicable.

District: 04 School: 17F946-Northport CSE: All CSE CSE District:

Service Type	DOE				CA				Ind RSA				Ind SETSS				Total	Await	DOE	CA	
	AFA	Bil	Mon	Tot	AFA	Bil	Mon	Tot	AFA	Bil	Mon	Tot	AFA	Bil	Mon	Tot					AFA
Adaptv PE				0				0				0			0	0					
Asst Tech				0				0				0			0	0					
Audiology				0				0				0			0	0					
Counseling			34	34			1	1				0			0	35					
Hearing			2	2				0				0			0	2					

CS01
CS02
CS03
CS04
CS05

9. After selecting a *CSE*, select a **CSE District**, which will be limited to the districts supported by the selected *CSE*.

Note: The *CSE District* dropdown menu will be limited to the districts supported by the selected *CSE*.

District: 04 School: 17F946-Northport CSE: CS09 CSE District: All Districts

Service Type	DOE				CA				Ind RSA				Ind SETSS				Total	Await	P/L	P/F	DOE	CA
	AFA	Bil	Mon	Tot	AFA	Bil	Mon	Tot	AFA	Bil	Mon	Tot	AFA	Bil	Mon	Tot						
Adaptv PE				0				0				0			0	0						
Asst Tech				0				0				0			0	0						

01
02
04