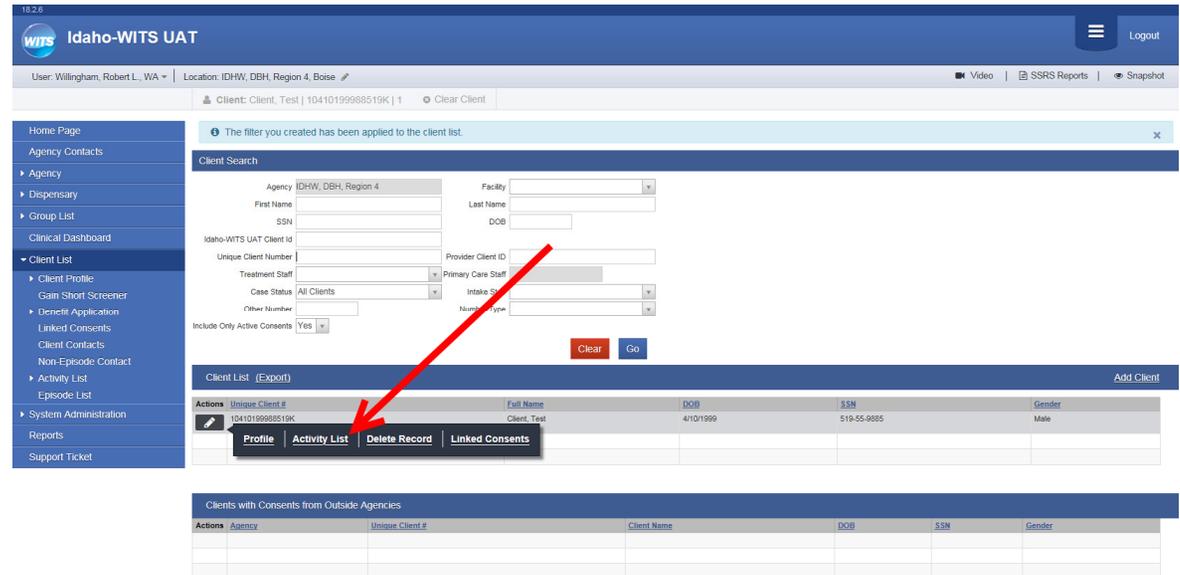


# 20-511a Court Monitoring Record WITS-IJOS Interface

These instructions are to be used in the following Situations.

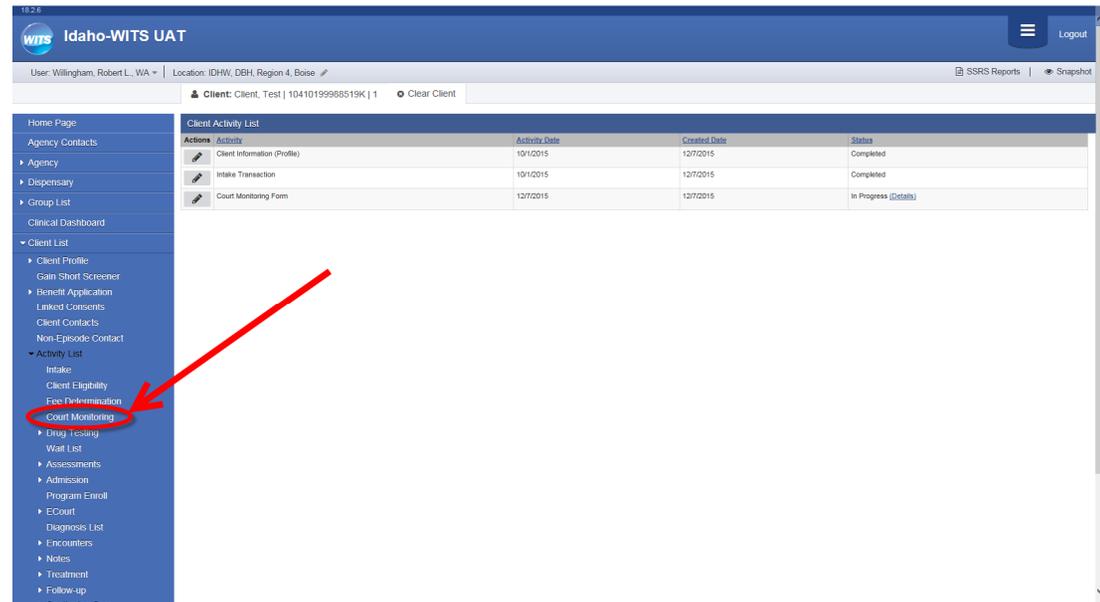
- A Children's Mental Health client is under a 20-511a.

1. **Getting here:** Login, select the **Facility**, select **Client List** on the Navigation Pane (left menu) to generate the Client Search Screen, find client, click  and select **Activity List**.



The screenshot shows the Idaho-WITS UAT interface. The top navigation bar includes the WITS logo, the text 'Idaho-WITS UAT', and a 'Logout' button. Below the navigation bar, the user's name 'User: Willingham, Robert L., WA' and location 'Location: IDHW, DBH, Region 4, Boise' are displayed. A search bar shows 'Client: Client, Test | 10410199988519K | 1' and a 'Clear Client' button. A notification banner states 'The filter you created has been applied to the client list.' The main content area is titled 'Client Search' and contains a form with various search criteria: Agency (IDHW, DBH, Region 4), Facility, First Name, Last Name, SSN, DOB, Idaho-WITS UAT Client Id, Unique Client Number, Provider Client ID, Treatment Staff, Primary Care Staff, Case Status (All Clients), Intake Status, Other Number, Number Type, and Include Only Active Consents (Yes). Below the form are 'Clear' and 'Go' buttons. A 'Client List (Export)' section shows a table with one client entry. The 'Actions' menu for this client includes 'Profile', 'Activity List', 'Delete Record', and 'Linked Consents'. A red arrow points to the 'Activity List' button. Below this is a section for 'Clients with Consents from Outside Agencies' with a table header: 'Actions', 'Agency', 'Unique Client #', 'Client Name', 'DOB', 'SSN', and 'Gender'.

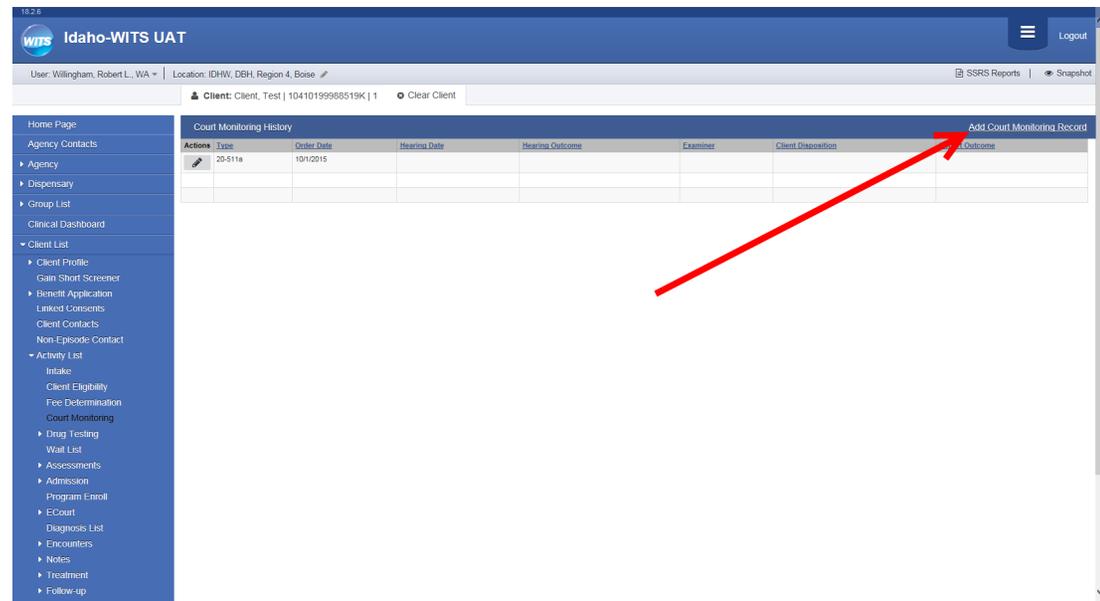
2. Select the **Court Monitoring** on the Navigation Pane



The screenshot shows the Idaho-WITS UAT interface. On the left is a navigation pane with a tree view. The 'Court Monitoring' item is highlighted with a red circle, and a red arrow points to it from the right. The main content area displays a 'Client Activity List' table with columns for Actions, Activity, Activity Date, Created Date, and Status. The table contains three rows: 'Client Information (Profile)', 'Intake Transaction', and 'Court Monitoring Form'.

Actions	Activity	Activity Date	Created Date	Status
	Client Information (Profile)	10/1/2015	12/7/2015	Completed
	Intake Transaction	10/1/2015	12/7/2015	Completed
	Court Monitoring Form	12/7/2015	12/7/2015	In Progress <a href="#">(Details)</a>

3. Click **Add Court Monitoring Record.**



The screenshot shows the 'Court Monitoring History' section of the Idaho-WITS UAT interface. The navigation pane on the left has 'Court Monitoring' selected. The main content area displays a table with columns for Actions, Type, Order Date, Hearing Date, Hearing Outcome, Examiner, Client Disposition, and Outcome. A red arrow points to the 'Add Court Monitoring Record' button located at the top right of the table.

Actions	Type	Order Date	Hearing Date	Hearing Outcome	Examiner	Client Disposition	Outcome
	20-511a	10/1/2015					

4. Select **Court Monitoring Type** 20-511a and complete all required fields. Click Save.

The screenshot shows the 'Court Monitoring Profile' form in the Idaho-WITS UAT system. The 'Court Monitoring Type' dropdown is set to '20-511a'. The 'Ordering County' is 'ADA'. The 'Court Information' section shows 'Ordered Services' as 'Screen Team Service Plan' and 'Assessment'. The 'Evaluation Information' section includes fields for 'DHW Assigned Staff', 'Report Due Date', and 'Date Complete'. A red arrow points to the 'Save' button at the bottom of the form.

5. WITS will interface with the Idaho Juvenile Offender System (IJOS) and if there is a matching client, it will display the IJOS ID in the bottom.

The screenshot shows the same 'Court Monitoring Profile' form, but now the 'Client IJOS ID' field at the bottom is populated with the value '151447'. The 'IJOS Sync Status' is 'IJOS Client Sync: Successful'. A red circle highlights the 'Client IJOS ID' field.

6. When a client is linked between WITS and IJOS, clicking on **+IJOS Data** will display the following information from the IJOS system:

1) Client Information:

- a) Client Name
- b) Client UCN
- c) Sync Date
- d) Client IJOS ID
- e) IJOS Sync Status

2) Juvenile Probation Office Details

- a) Juvenile Probation Officer County
- b) Juvenile Probation Office Name
- c) Juvenile Probation Office Phone Number

3) Court Appearance Details

- a) Court Date
- b) Offense
- c) Level
- d) Result

4) Relationship Details

- a) Relation Type
- b) Name
- c) Phone
- d) Address
- e) Email

The screenshot displays the 'Idaho-WITS UAT' interface. The top navigation bar includes the user name 'User: Willingham, Robert L., WA', location 'Location: IDHW, DEH, Region 4, Boise', and utility links for 'SSRS Reports', 'Generate Report', and 'Snapshot'. The main content area is titled 'Court Monitoring Profile' and shows details for 'Client: Client, Test | 10410199988519K | 1'. A sidebar on the left contains a navigation menu with options like 'Home Page', 'Agency Contacts', 'Client Profile', 'Activity List', and 'Reports'. The main content area is divided into several sections:

- Court Monitoring Type:** Shows '20-511a' and 'ADA' as the ordering county.
- Court Information:** Displays 'Available Services' (Screen Team, Service Plan) and 'Ordered Service(s)' (Assessment). It also shows order dates, case number 'CV-HO 2016-1111', and presiding judge 'Judge, Judy'.
- Evaluation Information:** Includes fields for 'Report Due Date', 'Date Complete', and 'DHW Assigned Staff'.
- IJOS Data:** A summary section showing:
 

Client Name	Client, Test	Client UCN	10410199988519K	Date	1/8/2016
Client IJOS ID	1	IJOS Sync Status	IJOS Client Sync Successful		
- Juvenile Probation Officer Details:** A table with columns for 'Juvenile Probation Officer County', 'Name', and 'Phone Number'. The county listed is 'BONNEVILLE'.
- Court Appearance Details:** A table listing court appearances:
 

Court Date	Offense	Level	Result
12/8/15	PROPERTY-MALICIOUS INJURY TO PROPERTY	M	INFORMAL ADJUSTMNT
	VIOLATION OF STATUS OFFENSES	M	DISMISSED
12/8/15	THEFT-PETIT	M	INFORMAL ADJUSTMNT
10/6/15	ALCOHOL - MINOR CONSUMPTION	M	DISMISSED
10/6/15	POSSESSION OF MARIJUANA	M	INFORMAL ADJUSTMNT
8/25/15	THEFT-PETIT	M	DISMISSED
8/25/15	VIOLATION OF STATUS OFFENSES	M	DISMISSED
8/25/15	UNLAWFUL ENTRY	M	DISMISSED
12/17/14	THEFT-PETIT	M	DISMISSED
- Relationship Details:** A table with columns for 'Relationship Type', 'Name', 'Phone', 'Address', and 'Email'. It lists 'FATHER' and 'MOTHER' with phone numbers in '(208) -' format.
- YLSI Summary Score Level Details:** A table showing summary scores:
 

Date	Summary Score Level	Summary Score Level - Prior/Current Offenses	Summary Score Level - Family Circumstances	Summary Score Level - Education/Employment
9/17/15	16	1	2	3
- Schools Attended Details:** A table with columns for 'Name', 'Date Entered', 'Date Left', 'Reason for leaving', and 'Special Ed (Yes,No,N/A,Unk)'. It lists 'HILLCREST HIGH SCHOOL' with a date entered of '1/2/14' and reason 'CURRENTLY ENROLLED'.

- 5) YLSI Summary Score Level Details
  - a) Date
  - b) Summary Score Level
  - c) Summary Score Level – Prior/Current Offenses
  - d) Summary Score Level – Family Circumstances
  - e) Summary Score Level – Education/Employment
  - f) Summary Score Level – Peer Relations
  - g) Summary Score Level – Substance Abuse
  - h) Summary Score Level – Leisure/Recreation
  - i) Summary Score Level – Personality and Behavior
  - j) Summary Score Level – Attitudes/Orientation
- 6) Schools Attended Details
  - a) Name
  - b) Date Entered
  - c) Date Left
  - d) Reason for leaving
  - e) Special Ed (Yes, No, N/A, Unk)

18.2.6  
 Idaho-WITS UAT  
 User: Willingham, Robert L., WA | Location: IDHW, DBH, Region 4, Boise | SSRS Reports | Generate Report | Snapshot

Client: Client, Test | 10410199988519K | 1 | Clear Client

**Court Monitoring Profile**

Court Monitoring Type: 20-511a  
 Ordering County: ADA  
 Location of Client during evaluation process: [ ]

**Court Information**

Available Services: Screen Team Service Plan  
 Ordered Service(s): Assessment  
 Order Date: 1/1/2016  
 Date Order Received by Region: 1/1/2016  
 Case Number: CV-HO 2016-1111  
 Presiding Judge: Judge, Judy  
 Hearing Date: [ ]  
 Hearing Outcome: [ ]  
 Screen Team Date: [ ]  
 Screen Team Lead: [ ]

**Evaluation Information**

Report Due Date: [ ]  
 Date Complete: [ ]  
 DHW Assigned Staff: [ ]  
 Comments: [ ]  
 Add Disposition Program

Cancel Save Finish

**IJOS Data**

Client Name: Client, Test | Client UCN: 10410199988519K | Date: 1/8/2016  
 Client IJOS ID: 1 | IJOS Sync Status: IJOS Client Sync Successful

**Juvenile Probation Officer Details**

Juvenile Probation Officer County	Juvenile Probation Officer Name	Juvenile Probation Officer Phone Number
BONNEVILLE		

**Court Appearance Details**

Court Date	Offense	Level	Result
12/8/15	PROPERTY-MALICIOUS INJURY TO PROPERTY	M	INFORMAL ADJUSTMNT
	VIOLATION OF STATUS OFFENSES	M	DISMISSED
12/8/15	THEFT-PETIT	M	INFORMAL ADJUSTMNT
10/6/15	ALCOHOL - MINOR CONSUMPTION	M	DISMISSED
10/6/15	POSSESSION OF MARIJUANA	M	INFORMAL ADJUSTMNT
8/25/15	THEFT-PETIT	M	DISMISSED
8/25/15	VIOLATION OF STATUS OFFENSES	M	DISMISSED
8/25/15	UNLAWFUL ENTRY	M	DISMISSED
12/17/14	THEFT-PETIT	M	DISMISSED

**Relationship Details**

Relationship Type	Name	Phone	Address	Email
FATHER		(208) -		
MOTHER		(208) -		

**YLSI Summary Score Level Details**

Date	Summary Score Level	Summary Score Level - Prior/Current Offenses	Summary Score Level - Family Circumstances	Summary Score Level - Education/Employment
9/17/15	16	1	2	3

Summary Score Level - Peer Relations	Summary Score Level - Substance Abuse	Summary Score Level - Leisure/Recreation	Summary Score Level - Personality and Behaviour	Summary Score Level - Attitudes/Orientation
1	3	2	2	2

**Schools Attended Details**

Name	Date Entered	Date Left	Reason for leaving	Special Ed (Yes,No,N/A,Unk)
HILLCREST HIGH SCHOOL	1/2/14		CURRENTLY ENROLLED	