

Work With Residential Vacancies

The “Work With Residential Vacancies” program enables the quick review and modification of vacancy information for Vendor Records.

Launch the “Work With Residential Vacancies” program by clicking on it under its associated Resource menu



There are numerous ways to work with the information contained within the table that loads with the Vacancy information for Residential Resources.

A particular Resource can be isolated within the table by entering a Resource # manually or by clicking the  and using the Resource# “Look-up by Name” Search feature

SANDIS
Work with Resources - Residential Vacancies
Showing All Residential Resources

Resource # Not updated since: Go

All Residential Resources Resources with Vacancies Resources without Vacancies

Res#	Name	Srv Code	Geo Location	SC/Liaison	Licensed By	Type of Facility	Sex Accepted	Last Updated	Vacancies
H27220	DOWNSTOWN INC. #4	200-COMMUNITY CARE FACILITY	UNIT 11-SAN MARCOS	NPD/NPD	CCL	L25	B	05/04/2022	M-0 F-0 Namb-0
H27224	MARSELL HOME #3	200-COMMUNITY CARE FACILITY	UNIT 8-SANTEE	CBC/CBC	CCL	L35	F	04/25/2022	M-0 F-0 Namb-0
H27227	CLARK ARF	200-COMMUNITY CARE FACILITY	UNIT 8-SANTEE	CBP/CBP	CCL	L20	B	11/05/2018	M-0 F-0 Namb-0
H27230	TERI ORIENTE HOUSE	930-ICF-DD/H FACILITY	UNIT 11-SAN MARCOS	NPI/NPI	HLTH	ICFDDH	B	11/05/2018	M-0 F-0 Namb-0
H27241	DSCI-VILLAGE HOUSE	200-COMMUNITY CARE FACILITY	UNIT 4-SANTEE	PGF/PGF	CCL	L44	B	11/05/2018	M-0 F-0 Namb-0
H27268	TURMAN CLARENDON #1	200-COMMUNITY CARE FACILITY	UNIT 8-SANTEE	CBF/CFB	CCL	L25	B	03/28/2022	M-1 F-1 Namb-0
H27269	TURMAN CLARENDON #2	200-COMMUNITY CARE FACILITY	UNIT 8-SANTEE	CBF/CFB	CCL	L25	F	02/18/2021	M-0 F-2 Namb-0
H27270	TURMAN CLARENDON #3	200-COMMUNITY CARE FACILITY	UNIT 8-SANTEE	CBF/CFB	CCL	L25	B	03/28/2022	M-0 F-0 Namb-0
H27292	JACKIE'S BOARD AND CARE	200-COMMUNITY CARE FACILITY	UNIT 8-SANTEE	CBP/CBP	CCL	L20	B	01/27/2022	M-0 F-0 Namb-0
H27304	WINDSOR GARDEN CONV CTR	940-NURSING FACILITY	UNIT 7-SOUTH BAY	PLD/PLD	HLTH	SNF		08/09/2017	M-0 F-0 Namb-0
H27309	VELASCO HOME II	200-COMMUNITY CARE FACILITY	UNIT 7-SOUTH BAY	PLA/PLA	CCL	L35	B	07/14/2021	M-1 F-0 Namb-0
H27314	DOWNSTOWN, INC. #5	200-COMMUNITY CARE FACILITY	UNIT 11-SAN MARCOS	NPD/NPD	CCL	L25	B	05/04/2022	M-0 F-0 Namb-0
H27315	REMY'S ARF	200-COMMUNITY CARE FACILITY	UNIT 7-SOUTH BAY	PLF/PLF	CCL	L35	B	06/13/2022	M-0 F-0 Namb-0
H27326	BAUM ARF #2	200-COMMUNITY CARE FACILITY	UNIT 4-SANTEE	PGE/PGE	CCL	L25	B	03/23/2017	M-0 F-0 Namb-0
H27334	NINA'S ARF	200-COMMUNITY CARE FACILITY	UNIT 10-RUFFIN ROAD	SHM/SHM	CCL	L25	B	08/24/2020	M-1 F-0 Namb-0

Export to Excel

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Showing All Residential Resources

Resource # Not updated since: Go

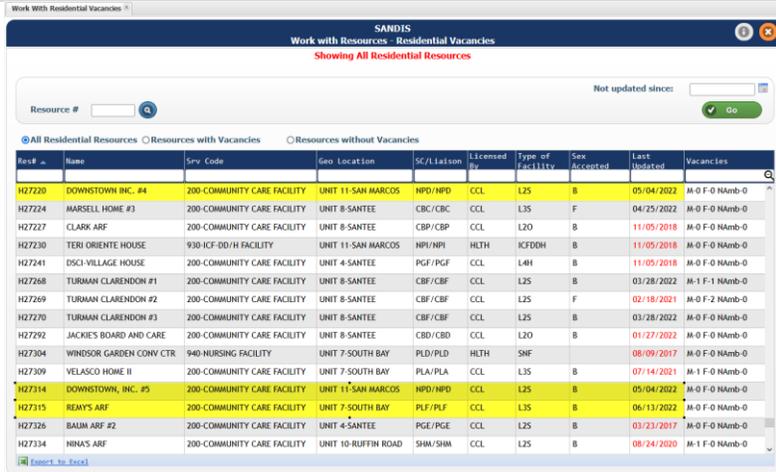
All Residential Resources Resources with Vacancies Resources without Vacancies

Res#	Name	Srv Code	Geo Location	SC/Liaison	Licensed By	Type of Facility	Sex Accepted	Last Updated	Vacancies
H20010	DSCI-HELIX HOUSE	200-COMMUNITY CARE FACILITY	UNIT 4-SANTEE	PGF/PGF	CCL	L41	B	01/01/2023	M-2 F-1 Namb-0

Use the  button to select a date (or enter one manually) for the “Not updated since:” field and click the  button to filter entries from the table that **have not been updated prior** to the desired date.

(Delete the selected Date and click  again to undo the filter)

The table has three different Vacancy filters that are controlled by a radio button. Toggling the selection choice updates the information in the table to reflection the desired information.



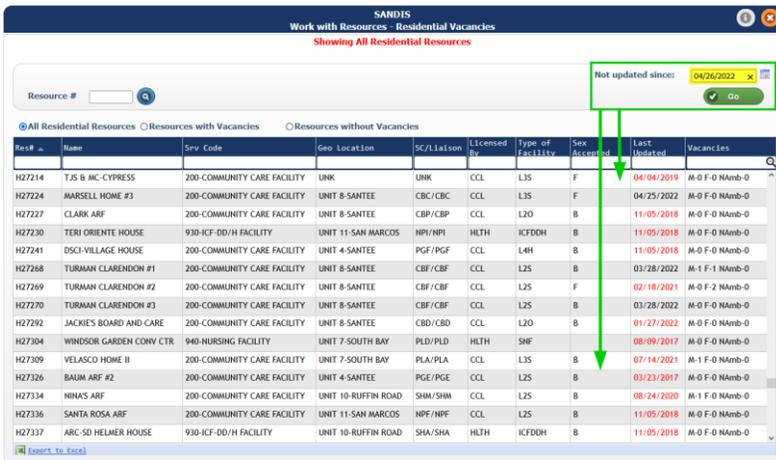
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Showing All Residential Resources

Resource #

Not updated since:

All Residential Resources Resources with Vacancies Resources without Vacancies

Res#	Name	Srv Code	Geo Location	SC/Liaison	Licensed By	Type of Facility	Sex	Accepted	Last Updated	Vacancies
H27220	DOWNTOWN INC. #4	200-COMMUNITY CARE FACILITY	UNIT 11-SAN MARCOS	NPD/NPD	CCL	L25	B		05/04/2022	M-0 F-0 Namb-0
H27224	MARSELL HOME #3	200-COMMUNITY CARE FACILITY	UNIT 8-SANTEE	CBC/CBC	CCL	L35	F		04/25/2022	M-0 F-0 Namb-0
H27227	CLARK ARF	200-COMMUNITY CARE FACILITY	UNIT 8-SANTEE	CBP/CBP	CCL	L20	B		11/05/2018	M-0 F-0 Namb-0
H27230	TERI ORIENTE HOUSE	930-ICF-DD/H FACILITY	UNIT 11-SAN MARCOS	NPI/NPI	HLTH	ICFDDH	B		11/05/2018	M-0 F-0 Namb-0
H27241	DSCI-VILLAGE HOUSE	200-COMMUNITY CARE FACILITY	UNIT 4-SANTEE	PGF/PGF	CCL	L4H	B		11/05/2018	M-0 F-0 Namb-0
H27268	TURMAN CLARENDON #1	200-COMMUNITY CARE FACILITY	UNIT 8-SANTEE	CBF/CBF	CCL	L25	B		03/28/2022	M-1 F-1 Namb-0
H27269	TURMAN CLARENDON #2	200-COMMUNITY CARE FACILITY	UNIT 8-SANTEE	CBF/CBF	CCL	L25	F		02/18/2021	M-0 F-2 Namb-0
H27270	TURMAN CLARENDON #3	200-COMMUNITY CARE FACILITY	UNIT 8-SANTEE	CBF/CBF	CCL	L25	B		03/28/2022	M-0 F-0 Namb-0
H27292	JACKIE'S BOARD AND CARE	200-COMMUNITY CARE FACILITY	UNIT 8-SANTEE	CBD/CBD	CCL	L20	B		01/27/2022	M-0 F-0 Namb-0
H27304	WINDSOR GARDEN CONV CTR	940-NURSING FACILITY	UNIT 7-SOUTH BAY	PLD/PLD	HLTH	SNF			08/09/2017	M-0 F-0 Namb-0
H27309	VELASCO HOME II	200-COMMUNITY CARE FACILITY	UNIT 7-SOUTH BAY	PLA/PLA	CCL	L35	B		07/14/2021	M-1 F-0 Namb-0
H27314	DOWNTOWN INC. #5	200-COMMUNITY CARE FACILITY	UNIT 11-SAN MARCOS	NPD/NPD	CCL	L25	B		05/04/2022	M-0 F-0 Namb-0
H27315	REMY'S ARF	200-COMMUNITY CARE FACILITY	UNIT 7-SOUTH BAY	PLF/PLF	CCL	L35	B		06/13/2022	M-0 F-0 Namb-0
H27326	BALM ARF #2	200-COMMUNITY CARE FACILITY	UNIT 4-SANTEE	PGE/PGE	CCL	L25	B		03/23/2017	M-0 F-0 Namb-0
H27334	NINA'S ARF	200-COMMUNITY CARE FACILITY	UNIT 10-RUFFIN ROAD	SHM/SHM	CCL	L25	B		08/24/2020	M-1 F-0 Namb-0



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Showing All Residential Resources

Resource #

Not updated since: 04/26/2022 

All Residential Resources Resources with Vacancies Resources without Vacancies

Res#	Name	Srv Code	Geo Location	SC/Liaison	Licensed By	Type of Facility	Sex	Accepted	Last Updated	Vacancies
H27214	T.J.S & MC-CYPRESS	200-COMMUNITY CARE FACILITY	UNLK	UNLK	CCL	L35	F		04/04/2019	M-0 F-0 Namb-0
H27224	MARSELL HOME #3	200-COMMUNITY CARE FACILITY	UNIT 8-SANTEE	CBC/CBC	CCL	L35	F		04/25/2022	M-0 F-0 Namb-0
H27227	CLARK ARF	200-COMMUNITY CARE FACILITY	UNIT 8-SANTEE	CBP/CBP	CCL	L20	B		11/05/2018	M-0 F-0 Namb-0
H27230	TERI ORIENTE HOUSE	930-ICF-DD/H FACILITY	UNIT 11-SAN MARCOS	NPI/NPI	HLTH	ICFDDH	B		11/05/2018	M-0 F-0 Namb-0
H27241	DSCI-VILLAGE HOUSE	200-COMMUNITY CARE FACILITY	UNIT 4-SANTEE	PGF/PGF	CCL	L4H	B		11/05/2018	M-0 F-0 Namb-0
H27268	TURMAN CLARENDON #1	200-COMMUNITY CARE FACILITY	UNIT 8-SANTEE	CBF/CBF	CCL	L25	B		03/28/2022	M-1 F-1 Namb-0
H27269	TURMAN CLARENDON #2	200-COMMUNITY CARE FACILITY	UNIT 8-SANTEE	CBF/CBF	CCL	L25	F		02/18/2021	M-0 F-2 Namb-0
H27270	TURMAN CLARENDON #3	200-COMMUNITY CARE FACILITY	UNIT 8-SANTEE	CBF/CBF	CCL	L25	B		03/28/2022	M-0 F-0 Namb-0
H27292	JACKIE'S BOARD AND CARE	200-COMMUNITY CARE FACILITY	UNIT 8-SANTEE	CBD/CBD	CCL	L20	B		01/27/2022	M-0 F-0 Namb-0
H27304	WINDSOR GARDEN CONV CTR	940-NURSING FACILITY	UNIT 7-SOUTH BAY	PLD/PLD	HLTH	SNF			08/09/2017	M-0 F-0 Namb-0
H27309	VELASCO HOME II	200-COMMUNITY CARE FACILITY	UNIT 7-SOUTH BAY	PLA/PLA	CCL	L35	B		07/14/2021	M-1 F-0 Namb-0
H27326	BALM ARF #2	200-COMMUNITY CARE FACILITY	UNIT 4-SANTEE	PGE/PGE	CCL	L25	B		03/23/2017	M-0 F-0 Namb-0
H27334	NINA'S ARF	200-COMMUNITY CARE FACILITY	UNIT 10-RUFFIN ROAD	SHM/SHM	CCL	L25	B		08/24/2020	M-1 F-0 Namb-0
H27336	SANTA ROSA ARF	200-COMMUNITY CARE FACILITY	UNIT 11-SAN MARCOS	NPF/NPF	CCL	L25	B		11/05/2018	M-0 F-0 Namb-0
H27337	ARC SD HELMER HOUSE	930-ICF-DD/H FACILITY	UNIT 10-RUFFIN ROAD	SHA/SHA	HLTH	ICFDDH	B		11/05/2018	M-0 F-0 Namb-0



All Residential Resources Resources with Vacancies Resources without Vacancies

Res#	Name	Srv Code	Geo Location	SC/Liaison	Licensed By	Type of Facility	Sex	Accepted	Last Updated	Vacancies
H27220	DOWNTOWN INC. #4	200-COMMUNITY CARE FACILITY	UNIT 11-SAN MARCOS	NPD/NPD	CCL	L25	B		05/04/2022	M-0 F-0 Namb-0
H27224	MARSELL HOME #3	200-COMMUNITY CARE FACILITY	UNIT 8-SANTEE	CBC/CBC	CCL	L35	F		04/25/2022	M-0 F-0 Namb-0
H27227	CLARK ARF	200-COMMUNITY CARE FACILITY	UNIT 8-SANTEE	CBP/CBP	CCL	L20	B		11/05/2018	M-0 F-0 Namb-0
H27230	TERI ORIENTE HOUSE	930-ICF-DD/H FACILITY	UNIT 11-SAN MARCOS	NPI/NPI	HLTH	ICFDDH	B		11/05/2018	M-0 F-0 Namb-0
H27241	DSCI-VILLAGE HOUSE	200-COMMUNITY CARE FACILITY	UNIT 4-SANTEE	PGF/PGF	CCL	L4H	B		11/05/2018	M-0 F-0 Namb-0
H27268	TURMAN CLARENDON #1	200-COMMUNITY CARE FACILITY	UNIT 8-SANTEE	CBF/CBF	CCL	L25	B		03/28/2022	M-1 F-1 Namb-0
H27269	TURMAN CLARENDON #2	200-COMMUNITY CARE FACILITY	UNIT 8-SANTEE	CBF/CBF	CCL	L25	F		02/18/2021	M-0 F-2 Namb-0
H27270	TURMAN CLARENDON #3	200-COMMUNITY CARE FACILITY	UNIT 8-SANTEE	CBF/CBF	CCL	L25	B		03/28/2022	M-0 F-0 Namb-0
H27292	JACKIE'S BOARD AND CARE	200-COMMUNITY CARE FACILITY	UNIT 8-SANTEE	CBD/CBD	CCL	L20	B		01/27/2022	M-0 F-0 Namb-0
H27304	WINDSOR GARDEN CONV CTR	940-NURSING FACILITY	UNIT 7-SOUTH BAY	PLD/PLD	HLTH	SNF			08/09/2017	M-0 F-0 Namb-0



All Residential Resources Resources with Vacancies Resources without Vacancies

Res#	Name	Srv Code	Geo Location	SC/Liaison	Licensed By	Type of Facility	Sex	Accepted	Last Updated	Vacancies
H27209	HIGH BISBY LAKE	930-ICF-DD/H FACILITY	UNIT 4-SANTEE	PGK/PGK	HLTH	ICFDDH	B		07/07/2021	M-1 F-0 Namb-0
H27213	T.J.S & MC-BEAUMONT	200-COMMUNITY CARE FACILITY	UNLK	UNLK	CCL	L35	F		10/07/2020	M-0 F-1 Namb-0
H27268	TURMAN CLARENDON #1	200-COMMUNITY CARE FACILITY	UNIT 8-SANTEE	CBF/CBF	CCL	L25	B		03/28/2022	M-1 F-1 Namb-0
H27269	TURMAN CLARENDON #2	200-COMMUNITY CARE FACILITY	UNIT 8-SANTEE	CBF/CBF	CCL	L25	F		02/18/2021	M-0 F-2 Namb-0
H27309	VELASCO HOME II	200-COMMUNITY CARE FACILITY	UNIT 7-SOUTH BAY	PLA/PLA	CCL	L35	B		07/14/2021	M-1 F-0 Namb-0
H27334	NINA'S ARF	200-COMMUNITY CARE FACILITY	UNIT 10-RUFFIN ROAD	SHM/SHM	CCL	L25	B		08/24/2020	M-1 F-0 Namb-0
H27362	PROMISING FUTURES HOME	930-ICF-DD/H FACILITY	UNIT 4-SANTEE	PGB/PGB	HLTH	ICFDDH	M		05/16/2022	M-1 F-0 Namb-0

Each of the columns in the table are sortable and capable of being filtered. Both the sorting and filtering features can be accessed by right-clicking on the desired column and making a selection.

Res#	Srv Code	Geo Location	SC/Liaison	Licensed By	Type of Facility	Sex Accepted	Last Updated	Vacancies
H27209	930-ICF-DD/H FACILITY	UNIT 4-SANTEE	PGK/PGK	HLTH	ICFDDH	B	07/07/2021	M-1 F-0 Namb-0
H27213	200-COMMUNITY CARE FACILITY	UNK	UNK	CCL	L35	F	10/07/2020	M-0 F-1 Namb-0
H27268	200-COMMUNITY CARE FACILITY	UNIT 8-SANTEE	CBF/CBF	CCL	L25	B	03/28/2022	M-1 F-1 Namb-0

Sorting the information in the table can also be done by clicking directly on the column header, however the table can be sorted based on only one column at a time.

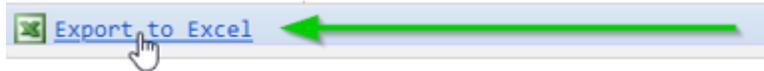
Res#	Name	Srv Code	Geo Location	SC/Liaison	Licensed By	Type of Facility	Sex Accepted	Last Updated	Vacancies
HQ0010	DSCI-HELIX HOUSE	200-COMMUNITY CARE FACILITY	UNIT 4-SANTEE	PGF/PGF	CCL	L4I	B	01/01/2023	M-2 F-1 Namb-0
@I0001	BERRY	935-ICF/DD-N	UNK	UNK	UNK	ICFDDN	F	12/08/2022	M-0 F-1 Namb-0
@I0670	MARLINDA WEST NURSING HME	925-ICF-DD	UNK	UNK	UNK	ICFDD	B	12/08/2022	M-1 F-0 Namb-0
HQ0147	HGH LAKESHORE	930-ICF-DD/H FACILITY	UNIT 4-SANTEE	PGH/PGH	HLTH	ICFDDH	F	12/08/2022	M-1 F-0 Namb-0
@I0003	MOUNTAINVIEW HOUSE	930-ICF-DD/H FACILITY	UNK	UNK	UNK	ICFDDH	B	11/30/2022	M-1 F-0 Namb-0
H39443	HGH CALDERA	200-COMMUNITY CARE FACILITY	UNIT 4-SANTEE	PGG/PGG	HLTH	L4I	B	11/30/2022	M-2 F-2 Namb-2

Each column also has an associated filter field directly beneath it that can be engaged just by adding information. Multiple column-filters can be engaged at the **SAME TIME** to manipulate the data in the table

Res#	Name	Srv Code	Geo Location	SC/Liaison	Licensed By	Type of Facility	Sex Accepted	Last Updated	Vacancies
H14932	ZAMBRANA'S ARF #2	200-COMMUNITY CARE FACILITY	UNIT 7-SOUTH BAY	PLG/PLG	CCL	L25	B	11/05/2018	M-0 F-0 Namb-0
H27211	GUERRERO ARF #2	200-COMMUNITY CARE FACILITY	UNIT 7-SOUTH BAY	PLB/PLB	CCL	L25	B	11/05/2018	M-0 F-0 Namb-0
H27227	CLARK ARF	200-COMMUNITY CARE FACILITY	UNIT 8-SANTEE	CBP/CBP	CCL	L20	B	11/05/2018	M-0 F-0 Namb-0
H27315	REWY'S ARF	200-COMMUNITY CARE FACILITY	UNIT 7-SOUTH BAY	PLF/PLF	CCL	L35	B	06/13/2022	M-0 F-0 Namb-0
H27326	BAUM ARF #2	200-COMMUNITY CARE FACILITY	UNIT 4-SANTEE	PGE/PGE	CCL	L25	B	03/23/2017	M-0 F-0 Namb-0
H27334	NINA'S ARF	200-COMMUNITY CARE FACILITY	UNIT 10-RUFFIN ROAD	SHM/SHM	CCL	L25	B	08/24/2020	M-1 F-0 Namb-0
H27336	SANTA ROSA ARF	200-COMMUNITY CARE FACILITY	UNIT 11-SAN MARCOS	NPF/NPF	CCL	L25	B	11/05/2018	M-0 F-0 Namb-0

Res#	Name	Srv Code	Geo Location	SC/Liaison	Licensed By	Type of Facility	Sex Accepted	Last Updated	Vacancies
H05692	ACOSTA ARF #1	200-COMMUNITY CARE FACILITY	UNIT 7-SOUTH BAY	PLF/PLF	CCL	L25	B	11/05/2018	M-0 F-0 Namb-0
H08141	BAUM ARF #1	200-COMMUNITY CARE FACILITY	UNIT 4-SANTEE	PGE/PGE	CCL	L25	B	11/05/2018	M-0 F-0 Namb-0
H14817	KOSTER ARF	200-COMMUNITY CARE FACILITY	UNIT 4-SANTEE	PGG/PGG	CCL	L20	M	11/05/2018	M-0 F-0 Namb-0
H14872	GASTELUM ARF	200-COMMUNITY CARE FACILITY	UNIT 8-SANTEE	CBE/CBE	CCL	L20	B	01/27/2022	M-0 F-0 Namb-0
H14932	ZAMBRANA'S ARF #2	200-COMMUNITY CARE FACILITY	UNIT 7-SOUTH BAY	PLG/PLG	CCL	L25	B	11/05/2018	M-0 F-0 Namb-0
H27211	GUERRERO ARF #2	200-COMMUNITY CARE FACILITY	UNIT 7-SOUTH BAY	PLB/PLB	CCL	L25	B	11/05/2018	M-0 F-0 Namb-0
H27227	CLARK ARF	200-COMMUNITY CARE FACILITY	UNIT 8-SANTEE	CBP/CBP	CCL	L20	B	11/05/2018	M-0 F-0 Namb-0
H27326	BAUM ARF #2	200-COMMUNITY CARE FACILITY	UNIT 4-SANTEE	PGE/PGE	CCL	L25	B	03/23/2017	M-0 F-0 Namb-0
H27334	NINA'S ARF	200-COMMUNITY CARE FACILITY	UNIT 10-RUFFIN ROAD	SHM/SHM	CCL	L25	B	08/24/2020	M-1 F-0 Namb-0
H27336	SANTA ROSA ARF	200-COMMUNITY CARE FACILITY	UNIT 11-SAN MARCOS	NPF/NPF	CCL	L25	B	11/05/2018	M-0 F-0 Namb-0

Clicking the “Export to Excel” link in the bottom left corner of the table will take the information currently in the table and export it as an Excel spreadsheet.



Working with a Resource’s Vacancy Information

To access a Resource’s Vacancy information, right-click the desired record and choose “Select” (or double-click the record). Within the Vacancy record are several fields available for updating to reflect a Resource’s current Vacancy Information.

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Resource # Not updated since:

All Residential Resources Resources with Vacancies Resources without Vacancies

Res#	Name	Srv Code	Geo Location	SC/Liaison	Licensed By	Type of Facility	Sex	Accented	Last Updated	Vacancies
H27214	TJS & MC-CYPRESS	200-COMMUNITY CARE FACILITY	UNK	UNK	CCL	L3S	F		04/04/2019	M-0 F-0 Namb-0
H27220	DOWNTOWN INC. #4	200-COMMUNITY CARE FACILITY	UNIT 11-SAN MARCOS	NPD/NPD	CCL	L2S	B		05/04/2022	M-0 F-0 Namb-0
H27224	MARSELL HOME #3	200-COMMUNITY CARE FACILITY	UNIT 8-SANTEE	CBC/CBC	CCL	L3S	F		04/25/2022	M-0 F-0 Namb-0
H27227	CLARK ARF	200-COMMUNITY CARE FACILITY	UNIT 8-SANTEE	CBP/CBP	CCL	L20	B		11/05/2018	M-0 F-0 Namb-0
H27230	TEDI ORIENTE HOME	200-COMMUNITY CARE FACILITY	UNIT 11-SAN MARCOS	NPD/NPD	HEALTH	W/ENDDA	B		11/05/2018	M-0 F-0 Namb-0

The “Sex Accepted” by the Vendor can be updated by using the associated radio buttons

The screenshot shows the 'SANDIS - Resources Vacancy Info' form. At the top, there are navigation buttons: 'Previous', 'Continue', and 'Actions'. A 'Save' button with a checkmark is on the right. Below the navigation is a header bar with 'Resource # H27220 DOWNTOWN INC. #4'. The 'Sex Accepted' section has three radio buttons: 'Male' (selected), 'Female', and 'Both'. Below this, the 'Vacancies As of' field is set to '5/04/2022' with a calendar icon. To the right, 'License Capacity' is '6'. There are three dropdown menus for 'Male' (value 3), 'Female' (value 0), and 'Non-Ambulatory' (value 0). A 'Day Program Required' checkbox is checked.

Use the  button to select a date (or enter one manually) for the “Vacancies As of” field, which will update the information in the “Last Updated” column of the preceding table.

The screenshot shows the 'SANDIS - Resources Vacancy Info' form. The 'Sex Accepted' section now has 'Both' selected. The 'Vacancies As of' field is highlighted with a green box and contains the date '2/02/2023'. A mouse cursor is clicking on the calendar icon next to the date field. The 'Male' dropdown is now set to '3', 'Female' is '0', and 'Non-Ambulatory' is '0'. 'Day Program Required' is checked.

The number of Male, Female and Non-Ambulatory Vacancies can be increased or decreased by clicking on the associated field’s up and down arrows. This information can also be entered manually.

The screenshot shows the 'SANDIS - Resources Vacancy Info' form. The 'Vacancies As of' field is '5/04/2022'. The 'Male' dropdown menu is highlighted with a green box, and a mouse cursor is clicking on the up arrow to increase the value from 3 to 4. 'Female' is '0' and 'Non-Ambulatory' is '0'. 'Day Program Required' is checked.

The “Day Program Required” checkbox can be toggled on or off by clicking it to indicate the Vendor’s requirements

Screenshot of the SANDIS - Resources Vacancy Info form. The form includes fields for Resource # (H27220), Sex Accepted (Male selected), Vacancies As of (2/02/2023), License Capacity (6), and checkboxes for Male, Female, Non-Ambulatory, and Day Program Required. The Day Program Required checkbox is checked and highlighted with a green box.

When finished viewing a particular record, click either **Previous** or **Close** button to return to the Vacancy Information table without saving any changes. Clicking **Save** or **Continue** will return to the Vacancy Info table having updated the Vendor’s Vacancy information.

Screenshot of the SANDIS - Resources Vacancy Info form. The form includes fields for Resource # (H27220), Sex Accepted (Male selected), Vacancies As of (2/02/2023), License Capacity (6), and checkboxes for Male, Female, Non-Ambulatory, and Day Program Required. The Day Program Required checkbox is unchecked. Below the form is a search bar and a table of resources.

Res#	Name	Srv Code	Geo Location	SC/Liaison	Licensed By	Type of Facility	Sex Accepted	Last Updated	Vacancies
H27220	DOWNSTOWN INC. #4	200-COMMUNITY CARE FACILITY	UNIT 11-SAN MARCOS	NPD/NPD	CCL	L2S	M	02/02/2023	M-3 F-0 Namb-0