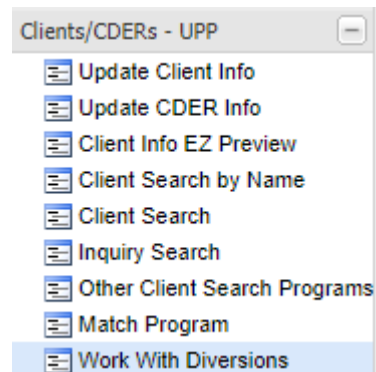


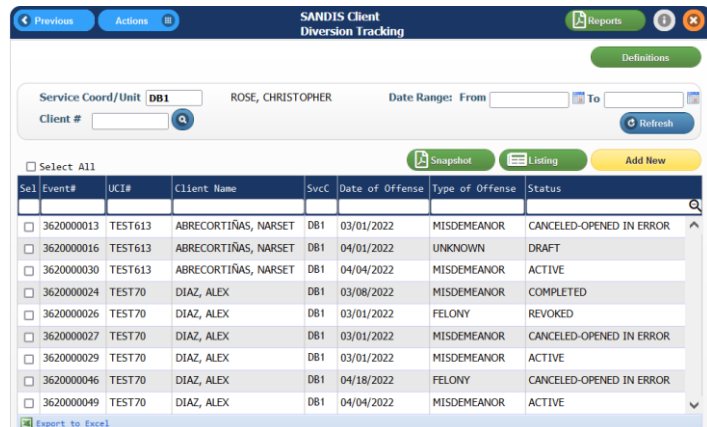
## Work With Diversions

The *Work With Diversions* program allows users to track and access multiple individuals' Diversion Event incidents within one menu. It is used in conjunction with the Diversion screen of a client's legal tab located in their primary consumer record.

The Work with Diversions menu can be found by using the atrium menu on the left side of the screen and finding the Clients/CDERs-UP(P) or UP(D) menu, clicking on the + sign and selecting **Work With Diversions**.



The Diversion History screen will display Events for any clients with incidents for the current profile's case load.



A screenshot of the "SANDIS Client Diversion Tracking" interface. The interface includes a header with "Previous", "Actions", and "Reports" buttons. Below the header, there are search filters for "Service Coord/Unit" (DB1), "Client #", and "Date Range". A "Refresh" button is also present. The main area displays a table of diversion events with columns for "Event#", "UCI#", "Client Name", "SvcC", "Date of Offense", "Type of Offense", and "Status".

Event#	UCI#	Client Name	SvcC	Date of Offense	Type of Offense	Status
362000013	TEST613	ABRECORTIÑAS, NARSET	DB1	03/01/2022	MISDEMEANOR	CANCELED-OPENED IN ERROR
362000016	TEST613	ABRECORTIÑAS, NARSET	DB1	04/01/2022	UNKNOWN	DRAFT
362000030	TEST613	ABRECORTIÑAS, NARSET	DB1	04/04/2022	MISDEMEANOR	ACTIVE
362000024	TEST70	DIAZ, ALEX	DB1	03/08/2022	MISDEMEANOR	COMPLETED
362000026	TEST70	DIAZ, ALEX	DB1	03/01/2022	FELONY	REVOKED
362000027	TEST70	DIAZ, ALEX	DB1	03/01/2022	MISDEMEANOR	CANCELED-OPENED IN ERROR
362000029	TEST70	DIAZ, ALEX	DB1	03/01/2022	MISDEMEANOR	ACTIVE
362000046	TEST70	DIAZ, ALEX	DB1	04/18/2022	FELONY	CANCELED-OPENED IN ERROR
362000049	TEST70	DIAZ, ALEX	DB1	04/04/2022	MISDEMEANOR	ACTIVE

Events listed in the table can be sorted in ascending or descending order by clicking on column name. Right-clicking on the dark blue bar will display options to Sort, Filter and Find. Information can also be searched by entering text into a respective column's Filter field.

The screenshot shows the SANDIS Client Diversion Tracking interface. The 'Service Coord/Unit' is set to 'DB1' and the client is 'ROSE, CHRISTOPHER'. The table lists events with columns: Event#, UCI#, Client Name, Svc, Date of Offense, Type of Offense, and Status. A context menu is open over the 'Status' column header, showing options: Sort Ascending, Sort Descending, Find..., Filter by Value, and Filter by Value.

Event#	UCI#	Client Name	Svc	Date of Offense	Type of Offense	Status
362000013	TEST613	ABRECORTIÑAS, NARSET	DB1	03/01/2022	MISDEMEANOR	CANCELED-OP
362000016	TEST613	ABRECORTIÑAS, NARSET	DB1	04/01/2022	UNKNOWN	DRAFT
362000030	TEST613	ABRECORTIÑAS, NARSET	DB1	04/04/2022	MISDEMEANOR	ACTIVE
362000024	TEST70	DIAZ, ALEX	DB1	03/08/2022	MISDEMEANOR	COMPLETED
362000026	TEST70	DIAZ, ALEX	DB1	03/01/2022	FELONY	REVOKED
362000027	TEST70	DIAZ, ALEX	DB1	03/01/2022	MISDEMEANOR	CANCELED-OPENED IN ERROR
362000029	TEST70	DIAZ, ALEX	DB1	03/01/2022	MISDEMEANOR	ACTIVE
362000046	TEST70	DIAZ, ALEX	DB1	04/18/2022	FELONY	CANCELED-OPENED IN ERROR
362000049	TEST70	DIAZ, ALEX	DB1	04/04/2022	MISDEMEANOR	ACTIVE

Depending on which program is available for the profile, the Service Coordinator/Unit field may be edited to display any clients with Diversion Events within that Caseload/Unit.

The screenshot shows the SANDIS Client Diversion Tracking interface. The 'Service Coord/Unit' is set to 'DB' and the client is 'SANDIS DATA BASE'. The table lists events with columns: Event#, UCI#, Client Name, Svc, Date of Offense, Type of Offense, and Status.

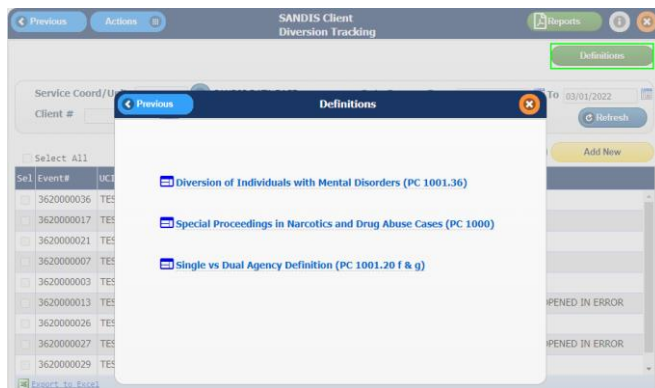
Event#	UCI#	Client Name	Svc	Date of Offense	Type of Offense	Status
362000036	TESTK	TEST, MYA	DBB	03/01/2022	MISDEMEANOR	ACTIVE
362000017	TEST007	LORCH, PENNY	DBN	03/01/2022	MISDEMEANOR	ACTIVE
362000018	TEST007	LORCH, PENNY	DBN	02/15/2022	MISDEMEANOR	ACTIVE
362000006	TEST1	NADO, JOEY	DBN	03/16/2022	FELONY	COMPLETED
362000014	TEST1	NADO, JOEY	DBN	03/16/2022	MISDEMEANOR	CANCELED-OPENED IN ERROR
362000055	TEST12	SANDIS, ALICIA	DBL	05/17/2022	MISDEMEANOR	DRAFT
362000021	TEST20	MOZART, AMADEUS	DBP	03/01/2022	UNKNOWN	DRAFT
362000007	TEST5	ROCK, KID	DBI	03/01/2022	FELONY	REVOKED
362000056	TEST5	ROCK, KID	DBI	05/01/2022	MISDEMEANOR	DRAFT

The results within the History screen can be further filtered by specifying a date range using the "From" and "To" fields and pressing the Refresh button.

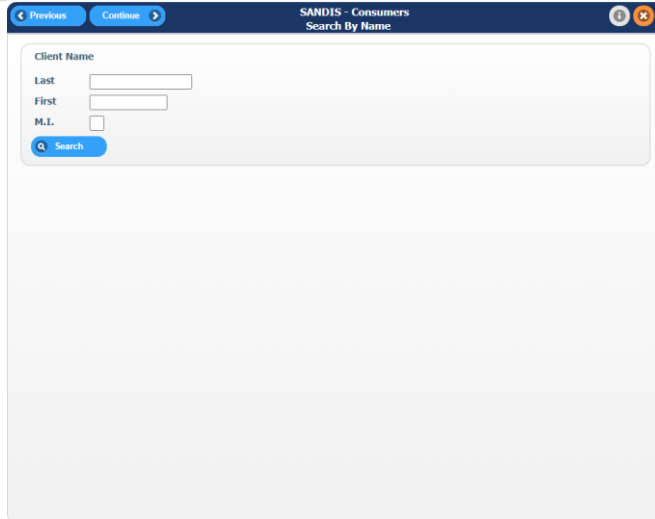
The screenshot shows the SANDIS Client Diversion Tracking interface. The 'Service Coord/Unit' is set to 'DB' and the client is 'SANDIS DATA BASE'. The 'Date Range' is set to 'From 03/01/2022 To 04/14/2023'. The table lists events with columns: Event#, UCI#, Client Name, Svc, Date of Offense, Type of Offense, and Status.

Event#	UCI#	Client Name	Svc	Date of Offense	Type of Offense	Status
362000036	TESTK	TEST, MYA	DBB	03/01/2022	MISDEMEANOR	ACTIVE
362000017	TEST007	LORCH, PENNY	DBN	03/01/2022	MISDEMEANOR	ACTIVE
362000018	TEST007	LORCH, PENNY	DBN	02/15/2022	MISDEMEANOR	ACTIVE
362000006	TEST1	NADO, JOEY	DBN	03/16/2022	FELONY	COMPLETED
362000014	TEST1	NADO, JOEY	DBN	03/16/2022	MISDEMEANOR	CANCELED-OPENED IN ERROR
362000055	TEST12	SANDIS, ALICIA	DBL	05/17/2022	MISDEMEANOR	DRAFT
362000021	TEST20	MOZART, AMADEUS	DBP	03/01/2022	UNKNOWN	DRAFT
362000007	TEST5	ROCK, KID	DBI	03/01/2022	FELONY	REVOKED
362000056	TEST5	ROCK, KID	DBI	05/01/2022	MISDEMEANOR	DRAFT

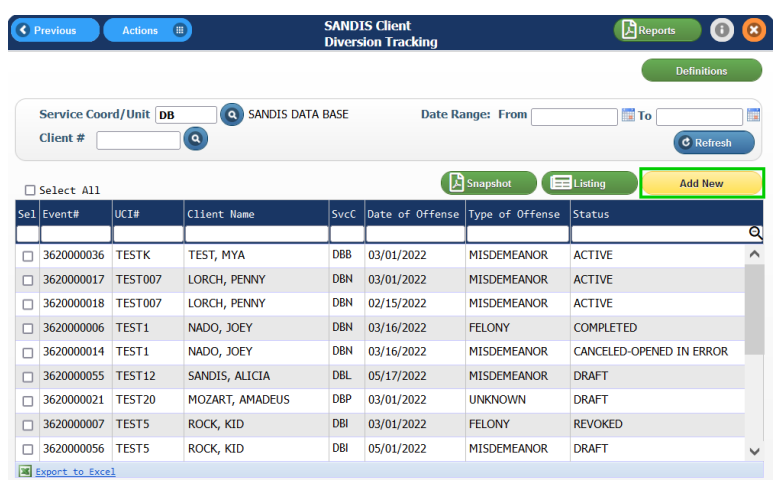
A list of Diversion Definitions can be brought up by clicking the **Definitions** button. A pop-up will display with links to the California's Diversion legislature and other relevant information.



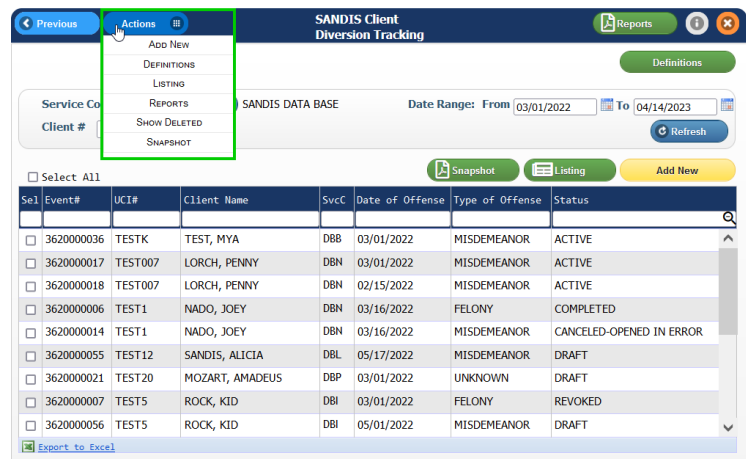
To search for a client, either type in the UCI # directly or click on the **Search** icon to search for an individual by first and/or last name.



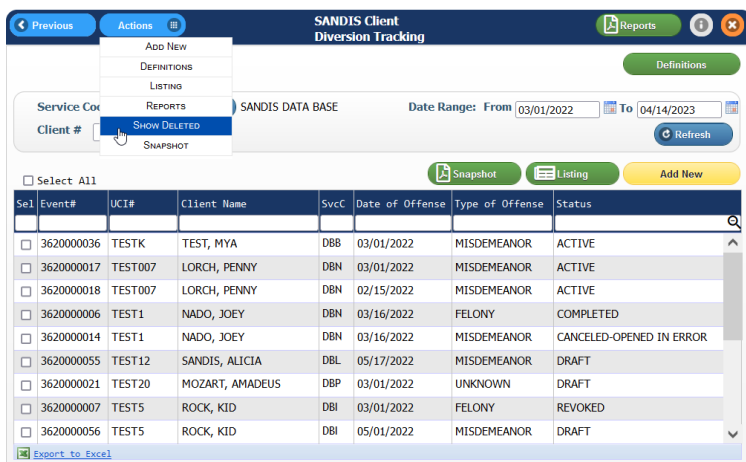
To create a new Diversion event for a client, click the yellow **Add New** button. If a “Client #” has **NOT** been entered, either the “Client Search by Name” program or a list of individuals on the profile’s caseload will display, from which a UCI can be selected.



Shortcuts to the features provided on the Diversion History screen can also be found in the Actions Menu. Click on **Actions** and select an option.





To view any records that may have been deleted, select **Show Deleted** in the **Actions** menu. This will toggle between active and deleted Diversion entries in the main screen.



## Reports

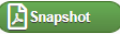
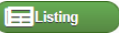
The Diversion tab features two different reports that are available to print - a **Snapshot** view and a **Diversion Event Listing** view.

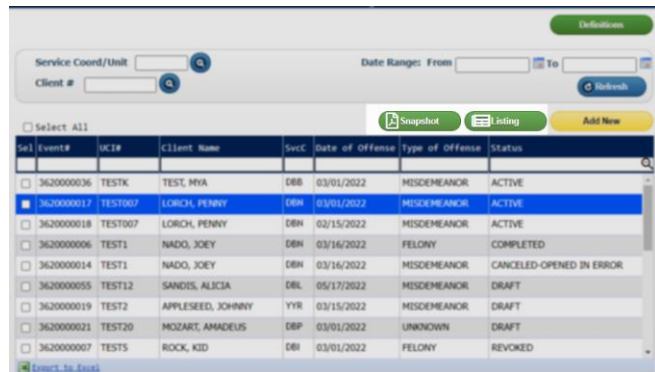
To access the reports function, click on the  button or click on the  and select **Reports**.



The screenshot shows the SANDIS Client Diversion Tracking interface. At the top, there are tabs for 'Previous', 'Actions', and 'Reports'. Below the tabs, the client information is displayed: Client # TEST, SANDIS, SANDY, Birthdate 02/04/2019, Age 3. There is an 'Add New' button. Below this is a table with the following data:

Event #	Date of Offense	Type of Offense	Status
362000003	03/15/2022	MISDEMEANOR	ACTIVE
362000007	03/03/2022	FELONY	PENDING
362000005	03/01/2022	FELONY	COMPLETED

Alternatively, A  or  report can be generated from the main screen by selecting a client and clicking on the appropriate button.



The screenshot shows the SANDIS Client Diversion Tracking interface with filters and a table. The filters include 'Service Coord/Unit', 'Client #', and 'Date Range: From' to 'To'. There are buttons for 'Snapshot', 'Listing', and 'Add New'. Below the filters is a table with the following data:

Select All	Event#	UCI#	Client Name	SvcC	Date of Offense	Type of Offense	Status
<input type="checkbox"/>	362000006	TEST6	TEST, MYA	DBH	03/01/2022	MISDEMEANOR	ACTIVE
<input checked="" type="checkbox"/>	362000017	TEST007	LORCH, PENNY	DBH	03/01/2022	MISDEMEANOR	ACTIVE
<input type="checkbox"/>	362000018	TEST007	LORCH, PENNY	DBH	02/15/2022	MISDEMEANOR	ACTIVE
<input type="checkbox"/>	362000006	TEST1	NADO, JOEY	DBH	03/16/2022	FELONY	COMPLETED
<input type="checkbox"/>	362000014	TEST1	NADO, JOEY	DBH	03/16/2022	MISDEMEANOR	CANCELLED-OPENED IN ERROR
<input type="checkbox"/>	362000005	TEST12	SANDIS, ALICIA	DBL	05/17/2022	MISDEMEANOR	DRAFT
<input type="checkbox"/>	362000019	TEST2	APPLESEED, JOHNNY	YHR	03/15/2022	MISDEMEANOR	DRAFT
<input type="checkbox"/>	362000021	TEST20	MOZART, AMADEUS	DRP	03/01/2022	UNKNOWN	DRAFT
<input type="checkbox"/>	362000007	TEST5	ROCK, KID	DBI	03/01/2022	FELONY	REVOKED