
Client Discharge Screen

Updated on February 2018

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Business Purpose:

The Client Management – Discharge page displays a tabular listing of the client's discharge history records plus any current admission to be discharged record for bed programs.

How to:

1. For each client discharge record listed, the discharge **Program Name**, **Admission Date**, **Discharge Date**, **Staff**, **Status** and **Actions** are displayed.
2. Other than the **Actions** column on the table, each of the column headings are clickable and will execute a sort alternating between ascending and descending based upon the column heading. (For example, when you click on the **Discharge Date**, the discharge history records are then sorted in ascending order, the record with the oldest discharge date first.)
3. The Actions column shows whether the discharge record is **View** only (already discharged) or can be **Discharge**. Both can be clicked to go to the detailed discharge screen.

Important Notes:

1. The total number of records is shown at the bottom of every page.
2. Records with the **Status** of admitted, means that the client is still admitted and can be discharged.
3. Records with the **Status** of discharged, means that the client is has been discharged already.