



# Leave With Permission Screen

Updated on October 2023

### Home > Client Management (Search Client) > Leave With Permission List

#### **Business Purpose:**

The **Client Management – Leave With Permission List** page displays a tabular listing of the client's current and/or history of Leave With Permissions (LWP).

#### How to:

 A new option named "Leave with Permission" has been added to the Client Navigator. For each client's LWP record, the LWP ID, Program Name, Reason, Start date, End date, Expired Early Date, Comments and Expire Early Comments are displayed.

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Navigator		Client Management - Leave With Permission List										
🛔 Gin, Anna (729673)	Client No.		729673			DOB 1005/00		0 / 0 0		4.00	27	
Summary	Back to Client Search					DOB	1990/09/09			Age 27		(i) Help
History Intake Housing	Leave With Permission											
BNL Consent Consent	One reco	Record per page 20 - • One record found.										
End of Service	ID	Program Name		Reason	Start Date	End Date		Expired I Date	Early	Comments	Expire Early Comments	
Admission	201449	Birkdale Resid Program	ence - Bedded	Funerals	2023/10/21 08:5 AM	i9 2023/10/2 AM	24 09:00			test1		
Discharge	One reco	rd found.										
Cleave with Permission Service Restriction												
Complaint								Ν				

- 2. Each of the column headings can be clicked to sort the records (For example, when you click on the **Start date**, the LWP records will be sorted in either ascending or descending order)
- 3. Clicking on the LWP ID will drill down into that individual LWP's detail screen.
- A new Leave With Permission can also be started by clicking on the
  New Leave With Permission action button.



## **Important Notes:**

- **1.** At any time, there can only be ONE active LWP record per client member.
- 2. The total number of records is shown at the top and bottom of every page.