Client Discharge Screen

Updated on October 2023

Home > Client Management (Search Client) > Discharge

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.

There is also client information provided in the non-editable fields the **Client No**, **Name**, **DOB**, **Age** on the default tab.

How to:

1. For each client discharge record listed, the discharge **Program Name**, **Admission Date**, **Discharge Date**, **Discharged By**, **Updated by**, **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 View/Update or can be Discharge. All links can be clicked to go to the detailed discharge screen and can be changed by clicking on Update.

Client Management - Discharge							
Client No.	729650						
Name	One, Test		DOB	1996/09/09	Age	27	

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Discharges

Program Name	Admission Date	Discharge Date	Discharged By	Updated By	Status	Actions
545 Lakeshore Blvd. W. Mens	2023/10/11 11:26:00 AM				admitted	Discharge
545 Lakeshore Blvd. W. Women	2023/09/27 02:30:35 PM	2023/10/11 11:26:00 AM	Smith, Laura		discharged	View	Update
545 Lakeshore Blvd. W.Couple	2023/09/27 11:13:13 AM	2023/09/27 02:30:35 PM	Smith, Laura		discharged	View
545 Lakeshore Blvd. W. Women	2023/09/26 01:51:04 PM	2023/09/27 11:13:12 AM	Smith, Laura		discharged	View

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

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can be discharged.

3. Records with the **Status** of discharged, means that the client is has been discharged already.