
Client End of Service screen

Updated on October 2023

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Business Purpose:

The **Client Management – End of Service** page displays a tabular list of the End of Service history records for some of the service programs.

How to:

1. On the Client Management – End of Service page there are two buttons: [Back to Client Search](#) and [Export to Excel](#).
2. For each end of service history record, the **Program Name**, **Intake Date**, **Service End Date**, **Service End By**, **Update By**, **Status** and **Actions** are displayed.
3. All 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 **Intake date**, the history records are then sorted in ascending order, the record with the oldest signature date will appear first.)
4. Clicking on the **End Service Actions** link will drill down into that individual **End of Service Edit** detail screen.
5. The **Status** will be set to **inactive**, and **Actions** will have [View](#) and [Update](#) links.
6. Clicking on the [View Actions](#) link will drill down into the **Client Management – End of Service Edit** detail screen in read only mode.
7. Clicking on the [Update Actions](#) link will drill down the **Client Management – End of Service Edit** detail screen where the user can make changes.

toronto **SMIS** Reports Administration Help Organization Smith, Laura

Navigator

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Client Management - End of Service

Client No.	729670		
Name	Anna, Anna	DOB	1996/09/09
		Age	27

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Program Name	Intake Date	Service End Date	Service Ended By	Updated By	Status	Actions
Streets to Homes Assessment and Referral Centre - Service Program	2024/01/04 10:40:15 AM				active	End Service
Agincourt Community Services Association Streets to Homes Outreach	2023/12/27 11:45:09 AM	2023/12/27 01:30:48 PM	Smith, Laura	Smith, Laura	inactive	View Update
Streets to Homes Assessment and Referral Centre - Service Program	2023/11/09 07:29:31 AM	2023/11/14 11:59:00 PM	Smith, Laura	S., Benjamin	inactive	View
Streets to Homes Assessment and Referral Centre - Service Program	2023/11/08 02:47:47 PM	2023/11/09 07:28:33 AM	Smith, Laura	Smith, Laura	inactive	View
Streets to Homes Assessment and Referral Centre - Service Program	2023/11/08 01:22:45 PM	2023/11/08 02:46:59 PM	Smith, Laura	Smith, Laura	inactive	View
Streets to Homes Assessment and Referral Centre - Service Program	2023/11/08 11:53:47 AM	2023/11/08 01:19:39 PM	Smith, Laura	Smith, Laura	inactive	View
Streets to Homes Assessment and Referral Centre - Service Program	2023/11/08 11:31:49 AM	2023/11/08 11:37:42 AM	Smith, Laura	Smith, Laura	inactive	View
Streets to Homes Assessment and Referral Centre - Service Program	2023/11/08 09:20:32 AM	2023/11/08 09:25:52 AM	Smith, Laura	Smith, Laura	inactive	View
Streets to Homes Assessment and Referral Centre - Service Program	2023/11/08 08:52:36 AM	2023/11/08 09:02:28 AM	Smith, Laura	Smith, Laura	inactive	View
Streets to Homes Assessment and Referral Centre - Service Program	2023/11/07 04:05:08 PM	2023/11/07 04:13:28 PM	Smith, Laura	Smith, Laura	inactive	View
Streets to Homes Assessment and Referral Centre - Service Program	2023/11/07 03:53:33 PM	2023/11/07 04:04:29 PM	Smith, Laura	Smith, Laura	inactive	View
Streets to Homes Assessment and Referral Centre - Service Program	2023/11/07 03:39:57 PM	2023/11/07 03:51:56 PM	Smith, Laura	Smith, Laura	inactive	View
Streets to Homes Assessment and Referral Centre - Service Program	2023/11/07 02:59:22 PM	2023/11/07 03:33:23 PM	Smith, Laura	Smith, Laura	inactive	View
Streets to Homes Assessment and Referral Centre - Service Program	2023/11/07 02:51:08 PM	2023/11/07 02:54:22 PM	Smith, Laura	Smith, Laura	inactive	View
Streets to Homes Assessment and Referral Centre - Service Program	2023/10/26 02:25:58 PM	2023/10/28 11:59:00 PM	Smith, Laura	S., Benjamin	inactive	View

15 items found, displaying all items.

Important Notes:

1. The total number of records is shown at the bottom of **Client Management – End of Service** page.
2. The **Intake Date** is the date the user signed for the program.
3. The **Service End Date** is the end date of the service.
4. The **Status** can be active or inactive.