

## Overview

This document is published to support the new functionalities of the User Dashboard, Saved Searches, Departments, and the revised Consumer Summary screen released to production with SAMS 2.0.

### ***Table of Contents***

Overview.....	1
Table of Contents .....	1
User Dashboard .....	2
Customizing your Display .....	2
User Setting to Display Dashboard on login .....	4
Widget Buttons (functionality).....	5
Displaying Custom Searches on Your Dashboard .....	5
Departments in Widgets .....	6
Refreshing your Dashboard to show updated information .....	7
Consumer Summary Screen (Updated) .....	8
New Information .....	8
Assessment Information .....	9
Customizing your display .....	9
Custom Searches .....	10
Setting Search Parameters/Filters .....	11
Sharing .....	11
Custom Searches are accessible through Consumer List .....	13
Configuring Departments .....	14
User Roles with Access.....	14
How to set up a new Department .....	14
Screenshot of a Department .....	15

# User Dashboard

SAMS 2.0 will feature dashboards to present key information to users. A dashboard is defined as a custom view comprised of multiple widgets (or visual objects that provide easy access to frequently used functions).

The following widgets have been created in SAMS to help Case Managers keep track their consumers and upcoming tasks:

- Assessments Due
- Activities Due
- Care Plans Expiring
- Recent Consumers Assigned
- Search Consumers
- Up to 5 Saved Search Widgets (Saved Custom Searches)

Users will have the ability to customize their dashboard to show all, some, or none of the above widgets, repositioning the widgets on the dashboard according to their own preferences and needs.

The screenshot shows the SAMS dashboard interface. A red box labeled 'Widgets' is positioned at the top center, with red arrows pointing to several dashboard widgets. The widgets include:

- My Dashboard**: A configuration panel for appearance and widgets.
- Activities Due**: A list of activities due, including Ashlie Howe (20), Linda Fortin (34), Margaret Beaudoin (0), and Rolando Cruz (0).
- Assessments Due**: A list of assessments due, including Ashlie Howe (3), Linda Fortin (60), Margaret Beaudoin (0), and Rolando Cruz (0).
- Care Plans Expiring**: A list of care plans expiring, including Ashlie Howe (5), Linda Fortin (26), Margaret Beaudoin (0), and Rolando Cruz (0).
- Recent Consumers Assigned**: A list of consumers assigned, including Ashlie Howe (0), Linda Fortin (0), Margaret Beaudoin (0), and Rolando Cruz (0).
- SAMS Consumer Search - ESWA active Choices**: A table of active choices.
- SAMS Consumer Search - ESWA - Home Care Clients (Active)**: A table of active home care clients.

Client Id	Gender	Date of Birth	Full Name	First Name	Last Name
1300000159	F	03/05/1925	Zygadlo, Miriam	Miriam	Zygadlo
1300002968	F	09/02/1933	Yancey, Sheila	Sheila	Yancey
1300154793	F	06/27/1940	Goff, Betty	Betty	Goff
1300156005	M	04/20/1945	Gilroy, Joan	Joan	Gilroy
1300156428	M	03/03/1924	Giles, Herdis	Herdis	Giles
1300156574	F	11/27/1915	Gil, Catherine	Catherine	Gil
1300158201	M	08/14/1945	Gelder, Anelo	Anelo	Gelder
1300158636	F	05/04/1937	Eleven-Gauthier, Frances	Frances	Eleven-G
1300161291	F	10/23/1939	Gage, Sally	Sally	Gage

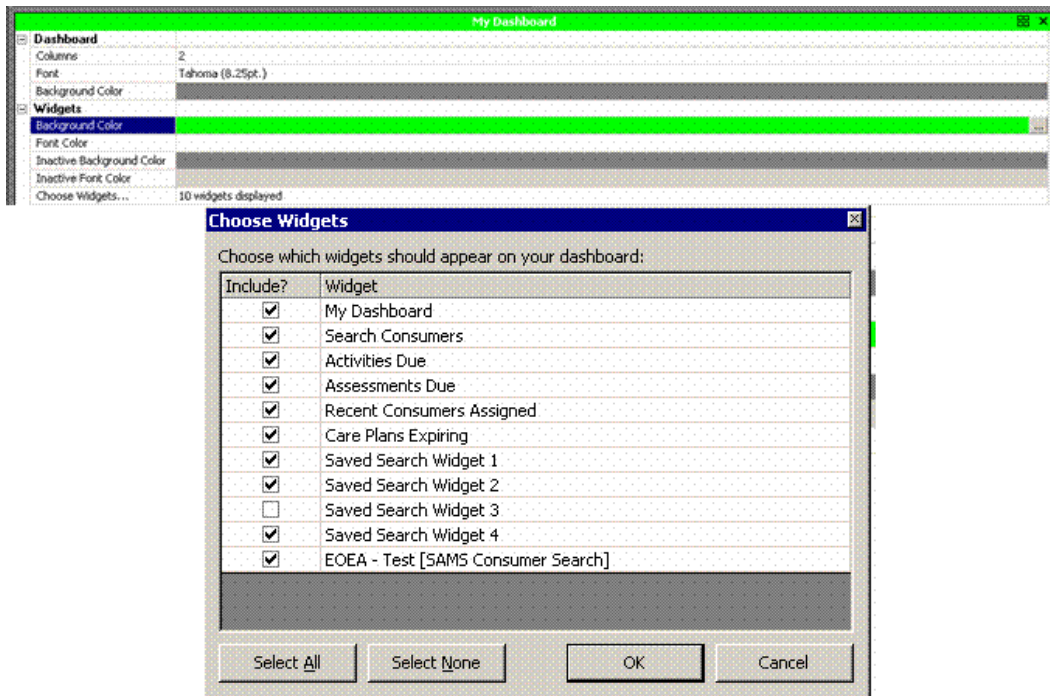
Client Id	Gender	Date of Birth	Full Name	First Name	Last Name
1300000027	F	08/28/1937	ZZ Rogers, Brenda	Brenda	
1300000090	F	02/23/1938	ZZ Berger, Josephine	Josephine	
1300000159	F	03/05/1925	Zygadlo, Miriam	Miriam	
1300000206	F	05/18/1943	Zusmanovich, Salem	Salem	
1300000306	M	04/21/1941	Zuccaro, Carol	Carol	
1300000350	F	02/12/1929	Zorzi, Marilyn	Marilyn	
1300000398	M	07/27/1937	Zollo, Rita	Rita	
1300000399	M	11/16/1945	Zollo, Rose	Rose	
1300000493	F	01/08/1936	Zirpolo, Daisy	Daisy	

## Customizing your Display

Each user can customize their Dashboard display using the My Dashboard widget. The My Dashboard widget allows them to:

- Choose how many columns you would like to display on your dashboard.
- Choose the font type and size of the words within the widgets of the dashboard.
- Choose background color.
- Choose font color.
- Choose the inactive background color.

- Choose the inactive font color.
- Select which widgets you would like to display on your dashboard.
- Move widgets around.



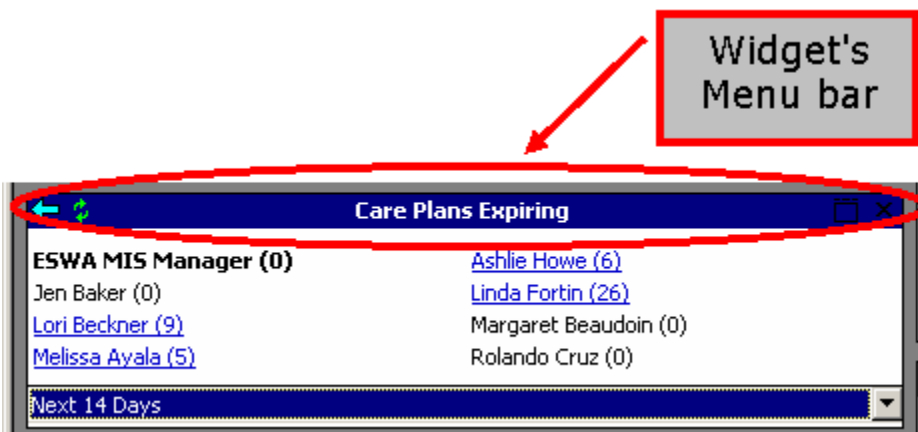
Additionally, users can move their widgets around. Here's how:

Roll the mouse over the widget's menu bar. The Cursor changes its look from a single arrow to a four-pointed arrow.

Mouse-down on the widget's menu bar.

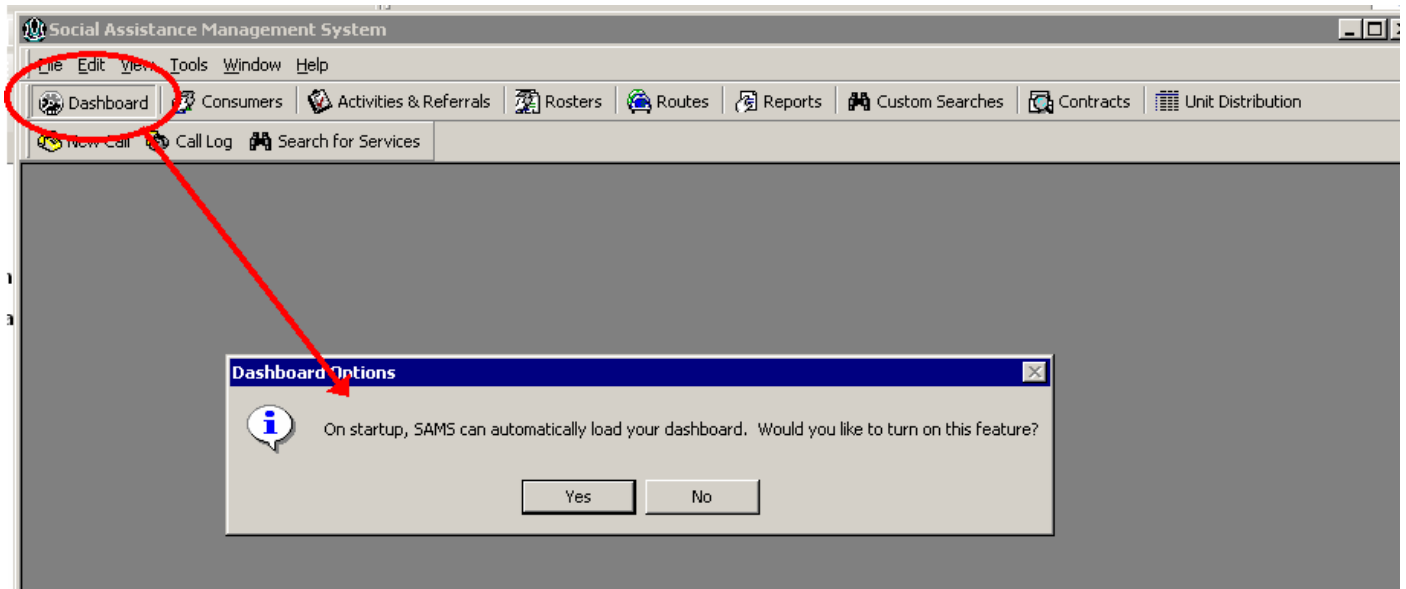
Holding down your mouse, drag the widget to a new location.

Release the mouse.

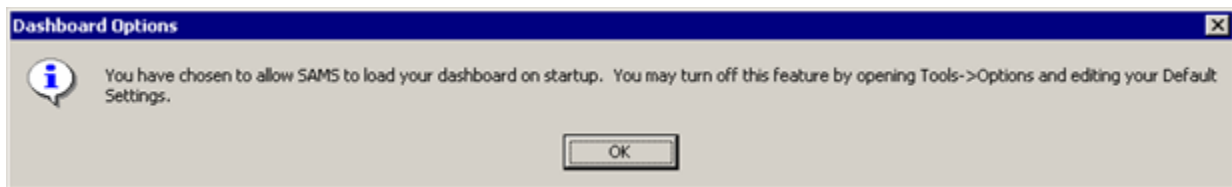


## User Setting to Display Dashboard on login

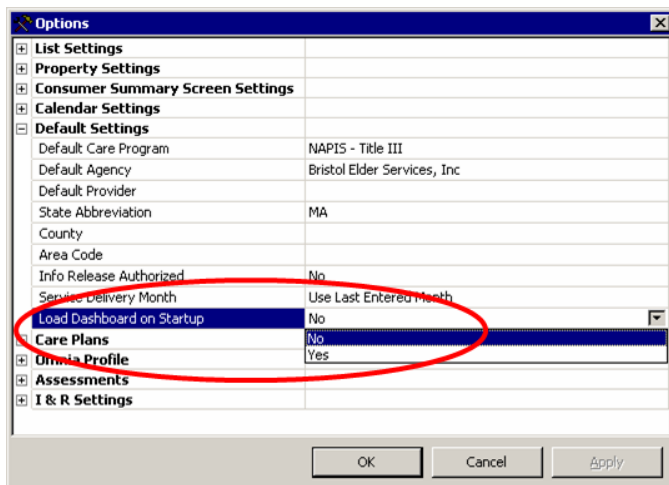
The first time a user opens SAMS after SAMS 2.0 is released, s/he will be asked whether they want the dashboard to automatically display at each login of SAMS. The prompt comes up the first time a user clicks the Dashboard button (not immediately at login):



After selecting [Yes] or [No] the user receives another prompt informing them where they can find this setting, if should they change their mind.



The dashboard auto-display upon login can be turned on or off using the Tools >Options menu.








These prompts are only displayed the very first time a user click the "Dashboard" button (or the first time after doing a 'reset user interface').

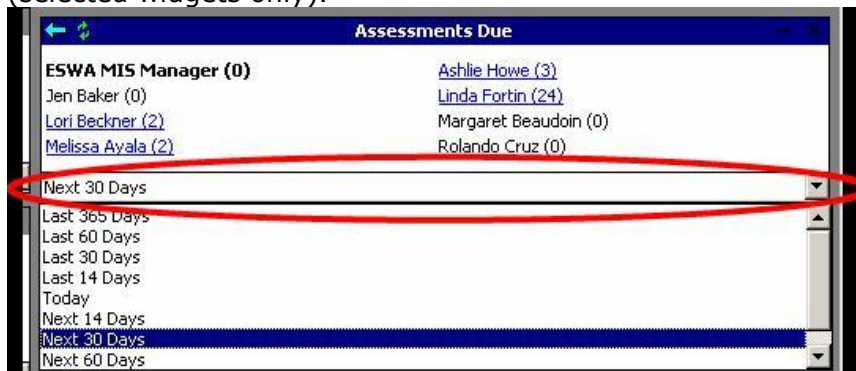
## Widget Buttons (functionality)

The Widget Menu bar contains buttons that affect its content.



Users are able to:

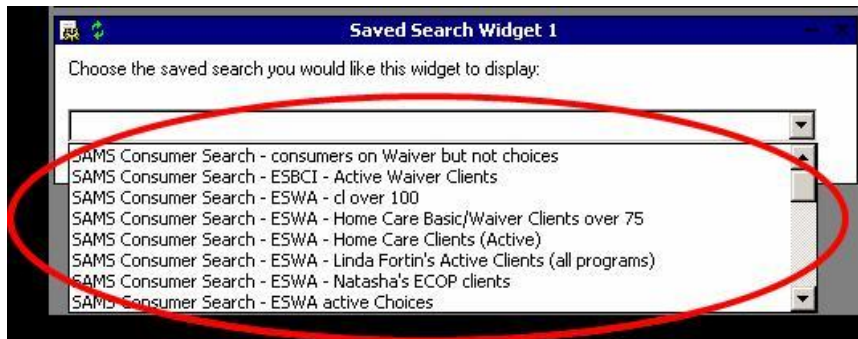
- **Go back** by clicking  button.
- **Refresh** the information contained in each widget by clicking  button.
- **Return to dashboard view** by clicking  button.
- **Maximize** the widget by clicking  button.
- **Close** the widget by clicking  button.
- **Choose a timeframe**, using the dropdown menu, to display the desired information (selected widgets only).



## Displaying Custom Searches on Your Dashboard

Users will be able to display up to five (5) saved Custom Searches.

To display the results of a saved search, users select their saved search from the dropdown menu.



Once a saved search is selected, the results display on the user's dashboard.

Client Id	Gender	Date of Birth	Full Name	First Name
1300000052	F	02/26/1939	Zzindian, Oberline	Oberline
1300000082	F	04/02/1914	ZZCamp, Edith	Edith
1300000123	F	09/30/1918	Zz Chinese, Arthur	Arthur
1300000159	F	03/05/1925	Zygadlo, Miriam	Miriam
1300000166	M	10/17/1940	Zybas, Robert	Robert
1300000195	M	09/02/1942	Zverev, Anna	Anna
1300000320	F	11/05/1919	Zuba, Tyler	Tyler
1300000374	F	06/18/1915	Zona, Jean	Jean
1300000390	M	11/29/1936	Zoltko, Faina	Faina

Users can access a consumer's record by double clicking their name on the list. **A significant convenience** of the dashboard approach is that the user will see the information related to the widget: if the consumer is listed in the Care Plans Expiring widget, when the user double-clicks, the consumer's Care Management screen is displayed, listing all Care Plans.

### Changing Saved Searches in a Widget

The saved search widgets 1-5 do not contain a back button, instead they contain a change



saved search icon, which bring you back to the saved search selection screen. Use the drop-down to select which saved search you would like to display on your dashboard.

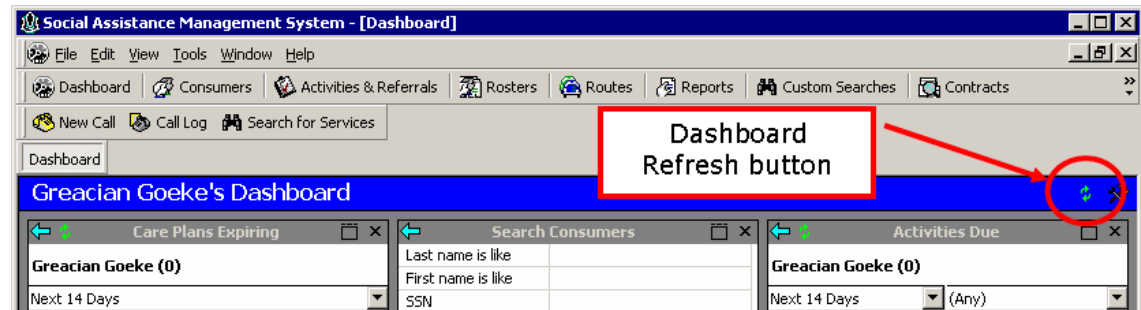
### Departments in Widgets

The Department feature in SAMS 2.0 will allow MIS Managers and Program Managers to define a group of users as a department. A department in SAMS is comprised of agency users who are identified as either a supervisor or members.

- Supervisors:** Users tagged as a supervisor of a department will be able to view their own and their department members' Recent Consumers Assigned, Assessments Due, and Care Plans Expiring in the dashboard section of SAMS. If the user is a supervisor of more than one department, they see data related to all members of all departments.
- Members:** See Recent Consumers Assigned, Assessments Due, and Care Plans Expiring, from among their own consumers (where the member is tagged as Primary Care Manager)

## Refreshing your Dashboard to show updated information

By clicking the **Refresh** button in the Dashboard toolbar, users will have the ability to refresh the entire dashboard, including all widgets, to show the most updated information.



# Consumer Summary Screen (Updated)

## New Information

The Consumer Summary screen has been updated to display additional consumer information in a more intuitive fashion. Users will be able to get a better snapshot of the different aspects of the consumer from the new screen and be able to interact with different parts of the record via the Add/New and Edit buttons without needing to go to the individual areas. In addition, through **Tools / User Options** users can adjust the font, font size, number of columns, header and sub-header colors.

### Screenshot: New Consumer Summary Screen

**Eleven-Crocker, Philip E (1300192049)** 8342 Ruggiero Road North  
Adams, MA 01247  
H. (809) 966-1250  
Elder Services of Berkshire County, Inc. Primary Care Manager: Jennifer Gelinis (CM)

**(Edit Notes)**

Personal	Characteristics	Insurances
Social Sec. No. 734-73-7373	Language English	Medicaid #
Date of Birth 05/05/1937	Homebound No	Alternate ID1
Age 71	Frail No	Alternate ID2
Status: Active	Disabled No	Referred By Cert. Home Health Agency/VNA:
Status Date: 08/06/2000	Is Abused/Neglected No	
Maiden Name	<b>NAPIS</b>	<b>User Fields</b> (Add New)
Info Release? No	Ethnicity Hispanic or Latino	At Risk DIA (Edit)
Date Registered 08/06/2000	Lives Alone No	Do you need Emergency Service? Don't Know (Edit)
Details Last Reviewed 11/29/2006	High Nutritional Risk Yes	Adjusted Expiration Date (Not Indicated) (Edit)
Marital Status Single	Is Rural No	Agency has adjusted co-pay? Don't Know (Edit)
Gender Female	Number of ADLs 6	Non-waiver Vol Donation Ltr Rf Don't Know (Edit)
County Berkshire	Number of IADLs 8	Lives With (Family, Alone, Spouse ALONE, etc.) (Edit)
Municipality 9 - Route		Cluster Site 713 ASHLAND PARK APTS. (Edit)
<b>Current Contacts</b> (Add New)	<b>Current Providers</b> (Add New)	<b>Routes</b> (Add New)
John Doe - Emergency Contact (Service Coordinator) (Edit)	Molari Health Care Services (11/30/2005 - None) (Edit)	<b>Current Care Recipients</b> (Add New)
John Doe - Alternate Emergency Contact () (Edit)	<b>Current Caregivers</b> (Add New)	
<b>Current Care Enrollments</b> (Add New)		
Choices / Waiver (Active) 06/01/2004 - None (Edit)		
CAE (Active) 01/30/1998 - None (Edit)		
LOC - Enhanced Elder Intervention (Active) 06/04/2007 - None (Edit)		
NAPIS - Title III (Active) 07/10/2008 - None (Edit)		
<b>Current Service Suspensions</b> (Add New)		
<b>Activities &amp; Referrals</b> (Add New)		
<b>Last Assessments</b> (Add New)		
07/23/2008 (Next: 01/23/2009) Comprehensive Data Set - Home Care (Edit)		
fergusonex Dosage: 12 Number: 12		by mouth (PO)/(Q2H) every two hours
ferrisol Dosage: 23 Number: 23		enteral tube/(Q2H) every two hours
Functional Impairment Level (FIL)		1
FIL - Critical Unmet Needs		True
FIL - Non-Critical Unmet Needs		False
<b>Current Care Management</b> (Add New)		
02/13/2007 - 09/28/2008 Choices / Waiver \$22,179.96 (Edit)		
HDM Meal Lunch Weekday Hot (Modified LWH) 5.00 Unit(s) Weekly provided by Elder Services of Berkshire County, Inc.		
HDM Meal Weekend or Holiday Frozen (Modified HWF) 2.00 Unit(s) Weekly provided by Elder Services of Berkshire County, Inc.		
Homemaker 44.00 Unit(s) Weekly provided by Premier Home Health Care Services		
<b>Recent Calls</b> (Add New)		

ESWA-MISM SAMS2K\_MA\_FIELDTEST 7/28/2008 2:49 PM



## Assessment Information

This data element contains hyperlink buttons to view the consumer's list of Assessments, or to [Add New] (adding a new assessment), or to edit/view a recent assessment.

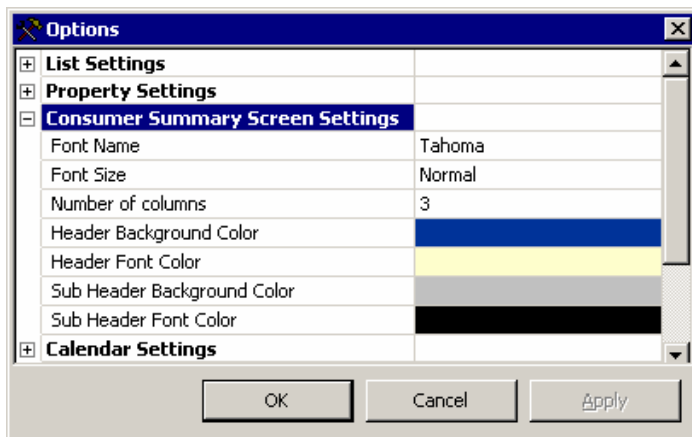
The current **Assessment section** of the consumer summary screen has been enhanced to display

- Medications
- Functional Impairment Level from the Social module
- Critical Unmet Needs (true/false)
- Non-Critical Unmet Needs (true/false)

Last Assessments		(Add New)
07/23/2008 (Next: 01/23/2009) Comprehensive Data Set - Home Care (Edit)		
fergusonex Dosage: 12 Number: 12		by mouth (PO)/(Q2H) every two hours
ferrinisol Dosage: 23 Number: 23		enteral tube/(Q2H) every two hours
Functional Impairment Level (FIL)		1
FIL - Critical Unmet Needs		True
FIL - Non-Critical Unmet Needs		False

NOTE: since the assessments assumed to contain Protected Health Information (PHI), information displayed here will come from the **most** recent assessment that **is visible to the user** in accordance with organizational security. If the user cannot see a assessment for the client due to its Assessment Agency and Assessment Provider elements, no information will be displayed here, even if an assessment from another agency exists.

## Customizing your display



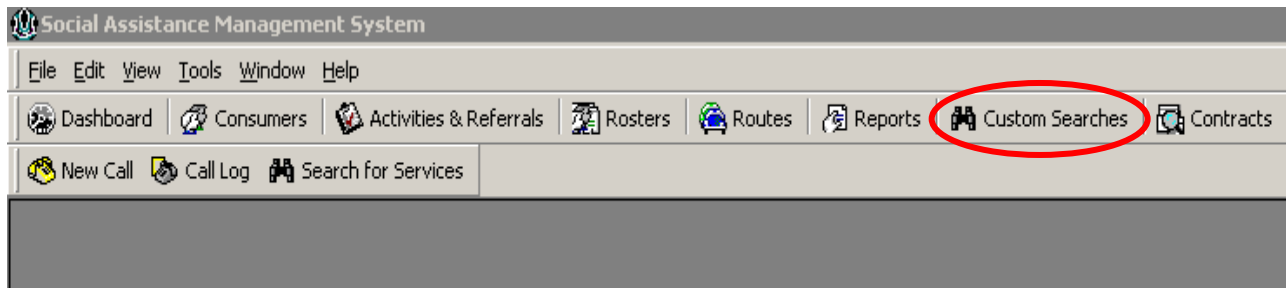
Using Tools>Options menu, users have the ability to customize their consumer summary screens to their liking. In the Options menu, users can adjust the font, font size, number of columns, and header and sub-header colors.

## Custom Searches

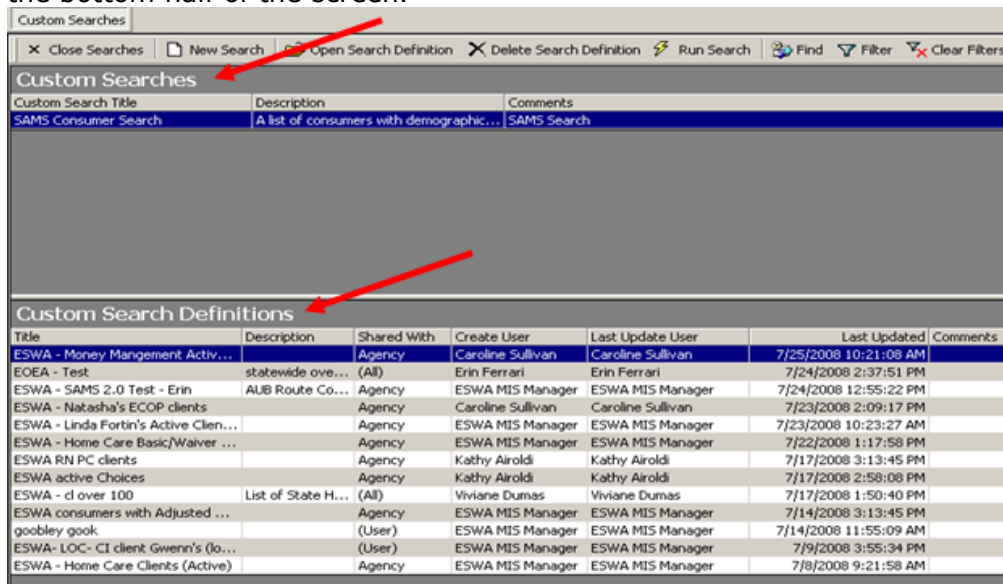
SAMS 2.0 will have a new button on the tool bar for "Custom Search". This feature allows individual users the ability to create custom consumer views by specifying filter definitions within SAMS without have to go to the SAMS Reporting section. These custom consumer views can be shared with other SAMS users. These searches or views can be saved to be used repeatedly. The saved search/views can be accessed by going to the "Customer Search" section or from the consumer list page by selecting it from the consumer type filter.

To create a custom search, click on the Custom Searches button.

**Note:** Not all users will have the need to create custom searches. Managers and Administrators can create Custom Searches for their staff.



Custom Search Settings are the same as the settings for similar SAMS Reports, such as the Consumer Listing report. At present, there is only one Custom Search Title on the top half of the screen and the Custom Search Definitions to which you have access will be listed on the bottom half of the screen.



## Setting Search Parameters/Filters

Setting Parameters, saving and previewing Custom Search is similar to setting SAMS report criteria. When naming saved searches, you should use your agency acronym as part of the naming convention populating the Search Title field, just as you do with SAMS Report Definitions.

The screenshot shows the 'Custom Searches' interface for 'ESWA - SAMS 2.0 Test - Erin - SAMS Consumer Search'. The 'Preview Search' button is circled in red. A red arrow points to the 'Search Title' field, which contains 'ESWA - SAMS 2.0 Test - Erin'. The interface displays various search criteria and filters, including 'Description', 'Subtitle', 'Shared With', 'Organization', 'Modifications Allowed', and several expandable sections like '(Search Results)', 'Care Enrollment', 'Care Managers', 'Consumer Details', 'Providers', and 'Advanced Filters'.

Field	Value
Search Title	ESWA - SAMS 2.0 Test - Erin
Description	AUB Route Consumers in Waiver Programs
Subtitle	
Shared With	Agency
Organization	Elder Services of Worcester Area, Inc.
Modifications Allowed	(All)
(Search Results)	
Choose Columns for Consumer	(8 Items)
Care Enrollment	
Care Program	(3 Items)
Enrollment Status	(Any)
Status Reason	(Any)
Date Filter Type	(None)
Date Filter Range	All
Care Managers	
Care Manager	(Any)
Apply Today Filter? (Effective As of Today)	No
Primary Care Manager Designation	(Any)
Date Filter Type	(None)
Date Filter Range	All
Consumer Details	
Consumer Type	(Any)
Active	(Any)
Reason	(Any)
Default Agency	Elder Services of Worcester Area, Inc.
Date Filter Type	(None)
Date Filter Range	All
Route Consumer	(8 Items)
Providers	
Advanced Filters	

## Sharing

Access to Custom Searches/Views is limited to the user's organizational security settings. However, there is a new "Share with" functionality that allows users to share views. Users can Share with All, None, Agency, Provider, State and the level of modifications allowed can also be set.

For new Saved Searches, the default will be to share with the creating user's Agency with all modifications allowed.


This close-up screenshot shows the 'Shared With' field in the search parameters table. The field is highlighted with a blue background and circled in red. A red arrow points to the value 'Agency' in the adjacent column.

Field	Value
Search Title	ESWA - SAMS 2.0 Test - Erin
Description	AUB Route Consumers in Waiver Programs
Subtitle	
Shared With	Agency
Organization	
Modifications Allowed	(All)

## Creating Searches for your use only

Custom Searches | ESWA - Custom Search / View for creator - SAMS Consumer Search

ESWA - Custom Search / View for creator - SAMS Consumer Search

Search Title	ESWA - Custom Search / View for creator
Description	
Subtitle	
Shared With	(User) 
Modifications Allowed	(None)

## Preview Your Search

Custom Searches | ESWA - SAMS 2.0 Test - Erin - SAMS Consumer Search

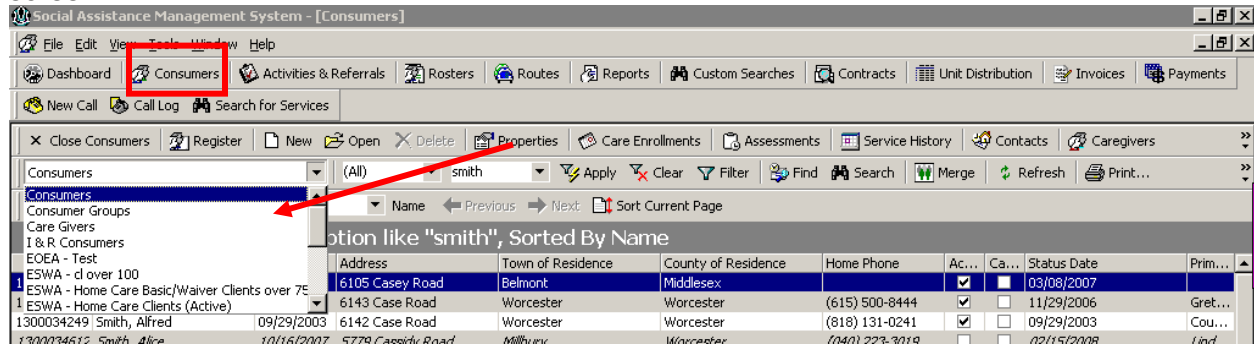
ESWA - SAMS 2.0 Test - Erin - SAMS Consumer Search

Search Title	ESWA - SAMS 2.0 Test - Erin	Client Id	Gender	Full Name	First Name	Address 1
Description	AUB Route Consumers in Waiver Pro...	1300240391	F	,, Zzzzzzzzzzzzzzz	Zzzzzzzzzzzzzzz	0 Zzzzzzzzzzzzzzz
Subtitle		1300240054	M	Abraham, Oai	Oai	76 ZCohen Road
Shared With	Agency	1300238134	F	Alexander, Hazel	Hazel	2257 Young Road
Organization	Elder Services of Worcester Area, Inc.	1300237049	F	Alphonse, Marion	Marion	3342 Wylie Road
Modifications Allowed	(All)	1300236547	F	Amarie, Maria	Maria	3844 Wowk Road
<b>(Search Results)</b>		1300236513	M	Amato, Mildred	Mildred	3878 Worthington Road
Choose Columns For Consumer	(8 Items)	1300236391	F	Amenta, David	David	4000 Woolf Road
<b>Care Enrollment</b>		1300236371	M	Amero, Marie	Marie	4020 Woodworth Road
Care Program	(3 Items)	1300235218	F	Andrews, Sharen	Sharen	5173 Witcher Road
Enrollment Status	(Any)	1300233064	F	Askins, Michael	Michael	7327 Wikstedt Road
Status Reason	(Any)	1300232572	F	Augenti, Dorothy	Dorothy	7819 Whitley Road
Date Filter Type	(None)	1300232489	F	Augusto, Henrietta	Henrietta	7902 Whitehouse Road
Date Filter Range	All	1300232369	M	Austin, Richard	Richard	8022 White Road
<b>Care Managers</b>		1300232244	F	Avery, Lois	Lois	8147 White Road
Care Manager	(Any)	1300231881	F	B, Roy	Roy	8510 Whitaker Road
Apply Today Filter? (Effective As of Today)	No	1300231480	F	Baer, John	John	8911 Wetmore Road
Primary Care Manager Designation	(Any)	1300230750	F	Balan, James	James	9641 Welch Road
Date Filter Type	(None)	1300230543	F	Ball, Michael	Michael	9848 Weiner Road
Date Filter Range	All	1300230086	M	Baptiste, Mary	Mary	0305 Weaver Road
<b>Consumer Details</b>		1300230001	M	Barbale, David	David	0390 Wayne Road
Consumer Type	(Any)	1300229229	F	Baron, Louise	Louise	1162 Wareham Road
Active	(Any)	1300227796	F	Bauer, Wayne	Wayne	2595 Waldron Road
Reason	(Any)	1300226439	F	Belanger, Pauline	Pauline	3952 Villani Road
Default Agency	Elder Services of Worcester Area, Inc.	1300226032	F	Bellardino, Irene	Irene	4359 Vickery Road
Date Filter Type	(None)	1300225302	F	Bennett, Antone	Antone	5089 Veiga Road
Date Filter Range	All	1300224993	F	Bento, Doris	Doris	5398 Vaughn Road
Route Consumer	(8 Items)	1300224753	F	Berger, Mr	Mr	5638 Varsamis Road
<b>Providers</b>		1300224433	M	Berman, Marcel	Marcel	5958 Vandal Road
<b>Advanced Filters</b>		1300223808	F	Bertone, Mary	Mary	6583 Vail Road
		1300223532	F	Bethoney, John	John	6859 Urann Road

**NOTE:** The previewed list is not functional - if you double-click a consumer name it will NOT open the consumer record. The purpose of the preview is to enable the user to verify the parameters, but not to enable full use of the results list. The full functionality of the custom search results list is available on dashboard widgets and from the consumer list.

## Custom Searches are accessible through Consumer List

Customer searches that have been saved can be accessed via the SAMS Consumer list screen.



Screenshot of the Social Assistance Management System (SAMS) interface. The 'Consumers' menu item is highlighted with a red box. A red arrow points to the 'Custom Searches' menu item. The main window displays a list of consumers with columns for Name, Address, Town of Residence, County of Residence, Home Phone, and Status Date. The search criteria is 'Name like "smith", Sorted By Name'.

Name	Address	Town of Residence	County of Residence	Home Phone	Ac...	Ca...	Status Date	Prim...
ESWA - Home Care Basic/Waiver Clients over 75	6105 Casey Road	Belmont	Middlesex	(615) 500-8444	<input checked="" type="checkbox"/>	<input type="checkbox"/>	03/08/2007	
ESWA - Home Care Clients (Active)	6143 Case Road	Worcester	Worcester	(818) 131-0241	<input checked="" type="checkbox"/>	<input type="checkbox"/>	11/29/2006	Gret...
1300034249 Smith, Alfred	6142 Case Road	Worcester	Worcester	(818) 131-0241	<input checked="" type="checkbox"/>	<input type="checkbox"/>	09/29/2003	Cou...

Please notice that once you open a customer search/view, you have the ability to Edit, Delete, print list, export results, find and refresh from the results page. It is important to delete custom searches if you are not going to use them as this list of searches could potential become long.



Screenshot of the SAMS interface showing a search results page for 'ESWA - Home Care Clients (Active)'. The search criteria is 'Name like "smith", Sorted By Name'. The results table shows columns for Client Id, Gender, Date of Birth, Full Name, First Name, and Last Name. The 'Edit', 'Delete', 'Print List...', 'Export Results', 'Find...', and 'Refresh' buttons are highlighted with a red oval.

Client Id	Gender	Date of Birth	Full Name	First Name	Last Name
1300238214	F	04/19/1931	Aaleo, Mary A	Mary	Aaleo
1300240339	F	08/03/1925	Abare,		Abare
1300240242	F	06/07/1924	Abbott, Aniela	Aniela	Abbott
1300240243	F	05/18/1913	Abbott, Sadie	Sadie	Abbott
1300240214	M	09/02/1941	Abboud, Celia	Celia	Abboud
1300240081	F	11/26/1921	Abraham, Khinya	Khinya	Abraham
1300240054	M	07/28/1911	Abrahms, Oai	Oai	Abrahms
1300239790	F	06/27/1945	Ackerman, Elizabeth	Elizabeth	Ackerman
1300239742	F	06/30/1923	Acosta, Vladimir	Vladimir	Acosta
1300239474	F	02/16/1925	Adams, Bing Hui	Bing Hui	Adams
1300239606	F	11/21/1922	Adams, Xiao M	Xiao M	Adams

**NOTE:** The results of any custom search/view may not exceed the consumer list limit of 10,000 row. If more than 10,000 rows would be returned, only the first 10,000 will be displayed. **Paging is not supported with this feature.**

## Configuring Departments

The full benefit of most of the Dashboard widgets will be gained by configuring Departments, comprised of Case Managers and other Agency staff who are assigned to consumer records in the Care Manager section of the consumer record, or who are assigned to Activity/Referrals as Activity Providers.

### User Roles with Access

The Department feature in SAMS 2.0 allows users with the appropriate access to define a group of users as a department and can identify users as either members or supervisors. Users appointed as a supervisor will be able to view their own and their member's Recent Consumers Assigned, Assessments Due, Activities Due, and Care Plans Expiring in the dashboard section of SAMS.

### How to set up a new Department

To create a Department, users will click on **Tools > Departments**

The screenshot shows the 'Tri-Valley, Inc. - Departments' window. A red box labeled 'Name of Department Here' points to the 'Department:' text box. Another red box labeled 'Add New Department' points to the 'Add' button (represented by a plus sign in a square) next to the 'Department:' text box. A third red box labeled 'Select the supervisor and members by placing a check in the appropriate box.' points to the 'Member?' and 'Supervisor?' checkboxes in the table header. The table lists various users with their details and checkboxes for selection.

(A)	Member?	Supervisor?	Name	User Id	Care Manager	Last Login
AB	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Andreu, Heidi	handreu	Heidi Andreu (CM)	
	<input type="checkbox"/>	<input type="checkbox"/>	Ayotte, Anne	aayotte	Anne Ayotte (CM)	
CD	<input type="checkbox"/>	<input type="checkbox"/>	Bambauer, Marilyn	mbambauer	Marilyn Bambauer (CM)	
	<input type="checkbox"/>	<input type="checkbox"/>	Beaudette, Kelly	kbeaudette	Kelly Beaudette (CM)	
EF	<input type="checkbox"/>	<input type="checkbox"/>	Beland, Michelle	mbeland	Michelle Beland (CM)	
	<input type="checkbox"/>	<input type="checkbox"/>	Bellows, Anna	abellows		
GH	<input type="checkbox"/>	<input type="checkbox"/>	Berthiaume, Patty			
IJ	<input type="checkbox"/>	<input type="checkbox"/>	BlackSilver, Laura			
KL	<input type="checkbox"/>	<input type="checkbox"/>	Byrnes-Lavoie, Diane			
MN	<input type="checkbox"/>	<input type="checkbox"/>	Cacciapuoli, Jayne			
	<input type="checkbox"/>	<input type="checkbox"/>	Christian, Ellie			
OP	<input type="checkbox"/>	<input type="checkbox"/>	Constantine, Helen			
	<input type="checkbox"/>	<input type="checkbox"/>	Constatine, Helen			
QR	<input type="checkbox"/>	<input type="checkbox"/>	Conversion Administrator, TVI	TYES		
ST	<input type="checkbox"/>	<input type="checkbox"/>	Cosgrove, David	dcosgrove		
	<input type="checkbox"/>	<input type="checkbox"/>	Cruz, Catherine	ccruz3	Catherine Cruz (CM)	
UV	<input type="checkbox"/>	<input type="checkbox"/>	Dahlstrom, Kelle	kdahlstrom	Kelle Dahlstrom (CM)	
	<input type="checkbox"/>	<input type="checkbox"/>	Daigle, Janet	jdaigle	Janet Daigle (RN)	
WX	<input type="checkbox"/>	<input type="checkbox"/>	Dalterio, Gladi	gdalterio	Gladi Dalterio (CM)	
	<input type="checkbox"/>	<input type="checkbox"/>	Dellana, Aileen	adellana	Aileen Dellana (RN)	
YZ	<input type="checkbox"/>	<input type="checkbox"/>	Dupuis, Barbara	bdupuis	Barbara Dupuis (CM)	

## Screenshot of a Department

Department: Water Department Organization: Agency Elder Services of Worcester Area, Inc.

Members:  Selected members only

(All)	Member?	Supervisor?	Name	User Id	Care Manager	Last Login
AB	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Ayala, Melissa	mayala1	Melissa Ayala (CM)	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Baker, Jen	jbaker5	Jen Baker (CM)	
CD	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Beaudoin, Margaret	mbeaudoin	Margaret Beaudoin(CM)	
EF	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Beckner, Lori	lbeckner	Lori Beckner (CM)	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Cruz, Rolando	rcruz1	Rolando Cruz (CM)	
GH	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Fortin, Linda	lfortin	Linda Fortin (CM)	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Howe, Ashlie	ahowe	Ashlie Howe (CM)	
IJ	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	MIS Manager, ESWA	eswa-mism	Theresa Eckstrom (CM)	7/28/2008 2:26:39 PM
KL						
MN						
OP						
QR						
ST						
UV						
WX						
YZ						

Select / deselect all

OK Apply Cancel

### Some Notes on this department listing:

- A department can have more than one supervisor. Each supervisor will see a view of department activities through their own dashboard widgets.
- The selected Members only checkbox provides a convenient view of the department.
- Contact SAMS Administrator if there is a mismatch between the User ID and Care Manager columns. If these two elements are disconnected (for any user) then the Widget Information may be incorrect.