

## Indicator Reports

Go to the Reports tab

Select Early Intervention CCBs folder

Locate correct Indicator Report

Select

To view more details select Show Details button above the red line

Users can navigate easily within the system to update missing information

To customize the report select the Customize button and add fields as needed

All reports default to fiscal year date range

## Global Outcomes tab [on Visual Force IFSP]

### **IMPORTANT**

**Child Outcomes will still be entered into the Provider Data Base!! Please do not enter information/ratings into the UNICORN**

**Users will have the option to include this tab on the print PDF**

### **GO4IT Communities**

Go to the Visual Force IFSP by clicking IFSP Home

Go to the Global Outcomes Tab

Top section will show Strengths and Needs Summary

Below will be Child Outcomes Rating

Rating Types:

Entry

Periodic

Annual

Preliminary Exit

Exit

Users can only select one Entry and one Exit, but can select Periodic, Annual and Preliminary Exit multiple times

Date of rating

Rating for Positive Social and Emotional Skills, Acquiring & Using Knowledge & Skills and Taking Appropriate Actions to Meet Needs

*Supporting Evidence section does not need to be completed for Go4It communities*

Be sure to save the rating and also the page

### **For Non Go4It Communities**

Go to the Global Outcomes tab

Select Add Child Outcome

Rating Types:

Entry

Exit

Enter Child Outcome Rating

Enter Supporting Evidence

Be sure to save the rating and also the page

## Archiving IFSP's

Once an IFSP is closed the IFSP will automatically be archived

IFSP's should be closed prior to creating a new IFSP

Once an IFSP archived the IFSP Type will change to Initial (Archived), Periodic (Archived), Annual (Archived)