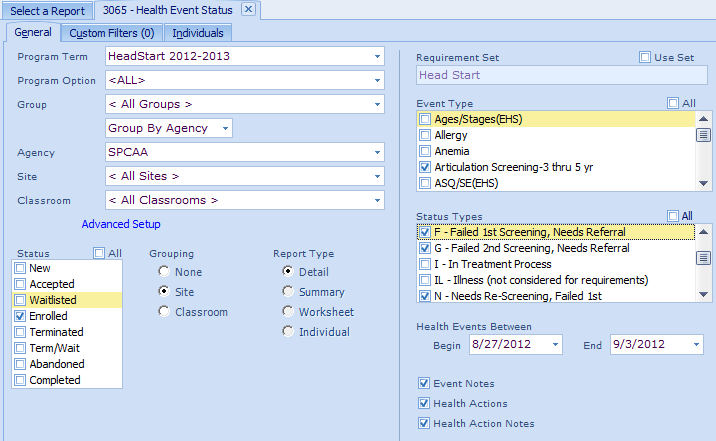
Running the 3065 Report for MH/D POAs

1. In ChildPlus, go to the **Reports Tab**
2. Click on **Health**
3. Select Report **3065- Health Event Status**



**13**

**12**

**11**

**10**

**9**

**8**

**7**

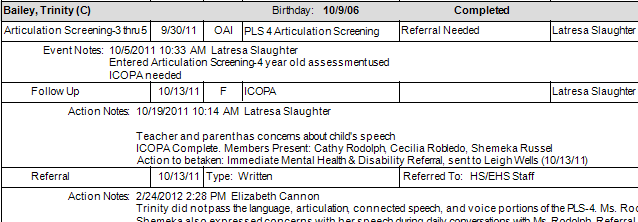
**6**

**5**

**4**

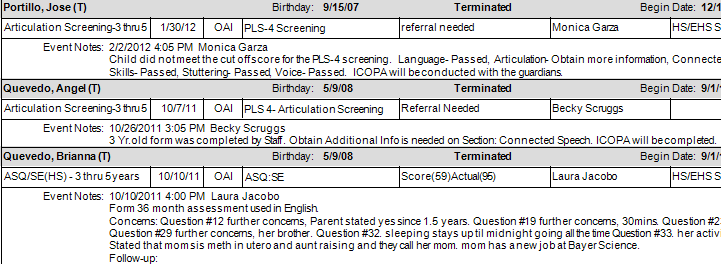
1. **Program Term:** Select HeadStart or EarlyHeadStart and the correct program year.
2. **Site:**  Select your site from the drop down menu.
3. **Status:** Enrolled should be the only status selected.
4. **Grouping:** Select how you want the report grouped- by Site or by Classroom
5. **Report Type:** Detail
6. **Event Type:**
   1. **For Head Start**- mark the boxes next to **ALL** of the following:
      1. Articulation Screening- 3 thru 5,
      2. ASQ:SE(HS)- 3 thru 5,
      3. MHD concerns- parents/recruitment, **and**
      4. MHD concerns- physical.
   2. **For Early Head Start**- mark the boxes next to **ALL**  of the following:
      1. ASQ:SE (EHS),
      2. MCHAT- 18 month,
      3. MCHAT-24 month,
      4. MHD concerns- parents/recruitment, **and**
      5. MHD concerns-physical.
7. Under **Status Types**, select **all** of the following:
   1. F-Failed 1st Screening, Needs Referral
   2. G-Failed 2nd Screening, Needs Referral
   3. N-Needs Re-Screening, Failed 1st
   4. OAI-Obtain Additional Information
8. Enter the first day of school (8/27/12) for the **Begin date**.
9. Enter Today’s date as the **End date**.
10. Make sure all 3 boxes are checked (Event Notes, Health Notes, Health Action Notes)
11. Click **Preview**.

**This is how it should look if it is complete and has all the Actions needed:**



**Child did not pass screening, had an ICOPA, and a Referral- all of the steps are entered.**

**This is how it will look if the POA has not yet been done:**



**These children did not pass screenings, but there are no follow up actions (i.e. POA, Referral) entered in Child Plus.**