

January 2014

Cabinet for Health and Family Services i-twist Tip

Amend Results

Tip-028

Amend Results

When a supervisor needs to **Amend Results** they will click **Assessment**.

Kentucky.gov

Welcome James Burns

Home Intake **Assessment** Inquiry Reports

i-twist Home

Click **Amend Results** progress bar.

Amend Results

Assignments Extension Request **Amend Results** Search Assessments Pending Approvals

Intake ID: 10150 Case: 549022 [AUDIT, MOTHER]

Enter **Search Criteria** and click **Search** button.

Search Assessments

Search Criteria:

- Select
- Case Number
- Intake ID
- Range of Dates

Search

Click **Determination** link for **Case/Intake ID** needing to be amended.

Case Number	Case Name	Status	Date Assigned	Intake ID	Determination
549012	WAYNE, LEWIS	Complete	1/2/2014 8:14:00 AM	1086	CPS Incident-Physical - Assault/Injury
549022	AUDIT, MOTHER	Complete	1/3/2014 9:29:00 AM	10150	CPS Incident-Basic Neglect

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Click the **Amend #** link.

Determination								
Incident Date	Primary Individual	Alleged Perpetrator	Program/Sub Program	Staff Determination	Staff Determination Date	Supervisor Determination	Supervisor Determination Date	Amend
01/02/2014	AUDIT, ANNIE	AUDIT, MOTHER	Basic Neglect	Substantiated	01/03/2014	Substantiated	01/03/2014	1 

Enter **Date Result Amended**, **Reason for Change**, **Current Supervisor Results** and click **Save** button.

Appeal Details

Previous Supervisor Results: Date Result Amended:

Reason For Change:  Current Supervisor Results: 

Comments:

Enter Appeal Comments

