



## The Service Delivery Module

tracks services and client plans. Plans define the steps needed for a client to obtain a set objective, and the service delivery items are services provided by the agency to help a client attain the goals of their plan (CSBG/ROMA/IEP/IFP) and meet state and federal CSBG and ROMA reporting requirements.

## Transitions

CSST provides tracking and scheduling of client transitions from one agency to another, as well as transition schedules out of programs. This system maintains a client's records and status, and prevents a client from becoming "lost" in the system.

## Expenditures and Payments

CSST provides tracking of expenses that are incurred to provide a specific service as well as grants or other funding sources.

## Scheduler and Appointments

Provides scheduling of clients, staff, volunteers and agency resources in 15 minute time blocks across your agency.

## SERVICE DELIVERY FORM

**ROMA/CSBG Outcomes/Plans - Individual Family Partnership Agreement / Child Development Plan**

**Plan Details**

Participants and Signatures

First Name	MI	Last Name	SSN	Entry Date	DOB	Sex	Race	Owner
Pauline		Amberson	945-55-1163	08/20/2002	01/12/1990	M		

Plan Date: / / Review Date: / / Plan Type: Preset Selected Clients: [dropdown] [Set Preset] [Set Up]

Goals: Complete by: / / Established by: Individual Family Head Start Agency Other Needs: Needs Category [dropdown]

Objectives: [dropdown] [dropdown] Term: [dropdown] Measured by: [dropdown]

Progress: Date: / / ++ [dropdown] [dropdown] Measured by: [dropdown] Value: [dropdown]

Services: Category: [dropdown] Subcategory: [dropdown] Notes: [Service Delivery] [dropdown]

Completion: Expected Actual Program: Name | class | provider | start date | location 5Yr Go

## CLIENT AVAILABILITY

**Appointments**

Schedule & Results Make Schedule Client Availability Staff Availability Appointment Details

August 2007

First Name	MI	Last Name	SS #	DOB
Paul		Winkler	361-50-0505	07/20/1978
Peter		Winterbottom	523-26-6024	08/21/1971
Bob		Winters	671-17-2748	09/02/1984
Charntay		Winters	913-71-1063	10/11/1979
James W.		Wisniewski	916-28-7606	08/09/1980
Joe	M	Witner	923-89-0411	10/12/1982
Baby		Wocky	--	08/11/2005
Jabber		Wocky	--	/ /
Rogina		Woes	766-22-1658	08/22/2002
Jin	B	Woesner	123-45-6789	10/09/1967
Namby		Woesner	--	03/17/2004
Andy		Woltscheck	980-13-9915	08/25/1959
Gabrielle		Woltscheck	726-66-5272	02/07/1966
John		Wolje	889-92-7470	08/23/1980
Vicki		Wojowicz	694-66-6411	06/17/1963
Doug		Wolte	147-17-5792	01/01/1965
Clint		Wolte-Smith	808-39-2556	03/12/1998
Enza		Wolverton	425-67-5677	06/12/1998

Selected Dates: [dropdown] Block Availability Dates: Start 08/14/2007 End 11/14/2007 [Apply] [Clear]

Options: [Available?] [Firm] [Merge?] [Unavailable] [Tentative] [Replace] [Apply to Availability for Selected Clients]

856-793-3820