



Ask Ken!

ELECTRONIC SUBMISSION OF DATA & CVRS



WebMCH

Q. In WebMCH is it acceptable to have more than one case per client?

A. No. If you have more than one case per client please call me at 785-296-1305.

Q. How often do we have to update client income in WebMCH?

A. Once a year. For example: You last saw a client on 10/08/2009 and this client's next visit is on 11/08/2010. Since it will have been more than one year since this client's income was reported, you will have to update it. You will get a triangle error message indicating that some demographic data is not correct. You will not be able to enter an intervention until the data, in this case the client's income, is updated.

CVR

Q. On a CVR, I made a mistake on the DOB or other data in the boxes provided. What do I do?

A. Draw a line through the error and record the correct information above or below the boxes provided on the CVR. For example, if you entered a birth date as 10/03/2000 and the 03 should have been 01, draw a line through the entire birth date and write in the correction either above or below the original entry.