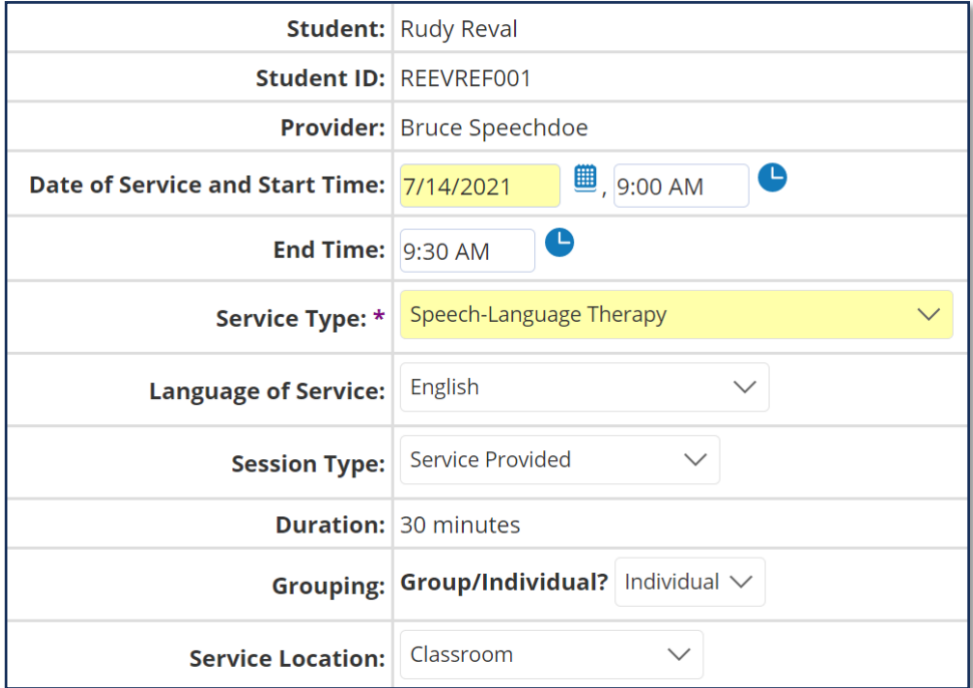
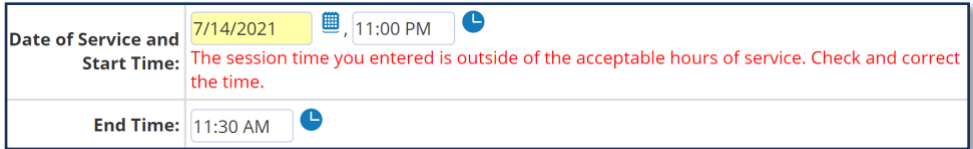
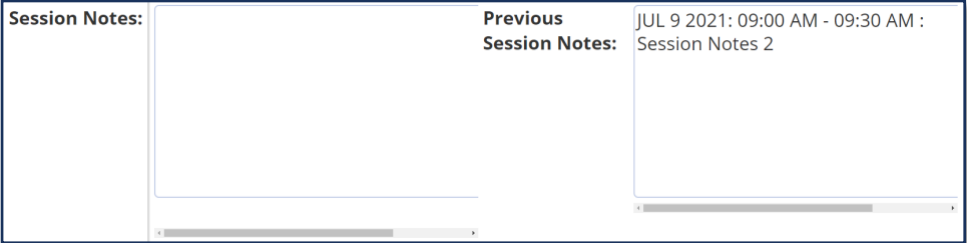
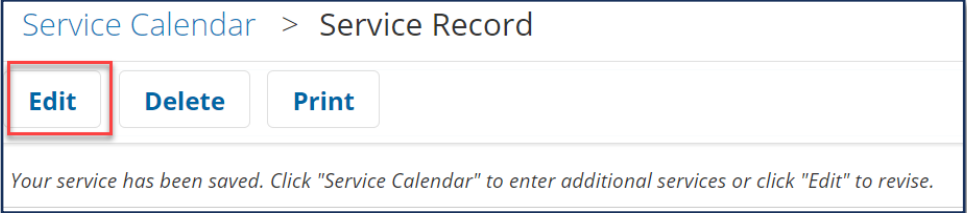




Encounter Attendance Features

Topic	Details	Image
Pre-population of Fields	<p>SE SIS will pre-populate fields on a Service Record:</p> <ul style="list-style-type: none">For a service record created using <i>Schedule Future Services</i>, the pre-scheduled session will populate with the information that was saved when the session was created.Records created using <i>Record Past Services</i> will pre-populate from the most recently recorded past service.Pre-populated fields can be modified until the record is certified and saved.	 <p>The screenshot shows a form with the following fields: Student: Rudy Reval; Student ID: REEVREF001; Provider: Bruce Speechdoe; Date of Service and Start Time: 7/14/2021, 9:00 AM; End Time: 9:30 AM; Service Type: Speech-Language Therapy; Language of Service: English; Session Type: Service Provided; Duration: 30 minutes; Grouping: Group/Individual? Individual; Service Location: Classroom.</p>
Start/End Time Fields Reflect Hours Within a Regular School Day	<ul style="list-style-type: none">The <i>Date of Service</i> and the <i>Start</i> and <i>End Time</i> fields reflect hours within a regular school day.If you enter a time outside of the acceptable hours of service, a message will display.	 <p>The screenshot shows the same form as above, but with the Date of Service and Start Time field set to 7/14/2021, 11:00 PM. A red error message is displayed: "The session time you entered is outside of the acceptable hours of service. Check and correct the time." The End Time field is set to 11:30 AM.</p>

View Session Notes from Last Service Record	<ul style="list-style-type: none">The <i>Previous Session Notes</i> will populate from the most recent preceding service record if the <i>Service Type, Grouping, Provider</i> and <i>Student</i> all match.	 <p>The screenshot shows a web interface for viewing session notes. On the left, there is a large text area labeled 'Session Notes:'. On the right, there is a section labeled 'Previous Session Notes:' which contains the text 'JUL 9 2021: 09:00 AM - 09:30 AM : Session Notes 2'.</p>
Modify “Saved” but not Certified Service Records	<ul style="list-style-type: none">Providers can click <i>Edit</i> to modify a Service Record that was <i>Saved</i> but not <i>Certified</i>.	 <p>The screenshot shows a web interface with the breadcrumb 'Service Calendar > Service Record'. Below this, there are three buttons: 'Edit', 'Delete', and 'Print'. The 'Edit' button is highlighted with a red rectangular box. Below the buttons, there is a message: 'Your service has been saved. Click "Service Calendar" to enter additional services or click "Edit" to revise.'</p>