

TWIST reports that support caseload development

Caseload reports in TWIST			
<p>C 1. Certified Caseload - 12 Month History</p> <p>Number: OM020R</p> <p>Location: Operations Management Module → Outputs → Caseload → Report Name</p>	<p>Provides monthly certified caseload (The number of participants enrolled in a given month) counts for local agencies for 12 month period. Tracks certified caseload change from previous reporting month..</p>	<p>Automatic, one year</p>	<p>Caseload counts are produced as part of the End of Day process in TWIST on the night of the first day of the month. Caseload counts are also updated as part of the End of Day process on the 20th for the previous month. This update would take into account any voids or cancels that occurred since the first day of the month.</p>
<p>C 2. Participating Caseload -12 Month History</p> <p>Number: OM090R</p> <p>Location: Operations Management Module → Outputs → Caseload → Report Name</p>	<p>Provides monthly participating caseload (the number of certified participants who receive vouchers) counts for local agencies for 12 month period. Tracks participating caseload change from previous month and percent of increase or decrease for reporting month. Participating caseload count for reporting month is compared to assigned caseload.</p>	<p>Automatic, one year</p>	<p>Caseload counts are produced as part of the End of Day process in TWIST on the night of the first day of the month. Caseload counts are also updated as part of the End of Day process on the 20th for only the previous month. This update would take into account any voids or cancels that occurred since the first day of the month.</p> <p>Review to determine how agency is meeting assigned caseload.</p>

TWIST reports that support caseload development

Caseload reports in TWIST			
<p>C 3. Percent of Assigned Caseload – 12 month History</p> <p>Number: OM091R</p> <p>Location: Operations Management Module → Outputs → Caseload → Report Name</p>	<p>Provides a 12 month history of the local agency's percent of assigned caseload. This is determined by the monthly caseload divided by the current assigned caseload for the local agency</p>	<p>Automatic, one year</p>	<p>Review to determine if agency 12 month average is staying between 97% to 103% of assigned caseload and to observe trend overtime.</p>
<p>C 4. Register of Clients with Eligibility Pending</p> <p>Number: CP170R</p> <p>Location: Client Processes</p> <p>→ Outputs → Reports → Intake → Register of Clients with Eligibility Pending</p>	<p>Lists participants who need to bring in eligibility proofs, type of proof and date due to continue to receive vouchers.</p>	<p>Past 30 days, applicants still active in TWIST. Longer than previous 30 days, applicants who've been terminated due to missing proof.</p>	<p>To assess number of applicants who have been certified and who only need to bring in the missing proof to receive future month vouchers.</p>
<p>C 5. End Cert Client Register – No Appt</p> <p>Number: CP300R</p> <p>Location: Client Processes → Outputs → Reports → Intake → End Cert Client Register – No Appt</p>	<p>By clinic, by WIC category, lists the name, ID#, cert start & end date, language, phone type, whether can be contacted by phone, phone number</p>	<p>Enter current month and year</p>	<p>Shows the number of participants at the end of their certification period and who do not have an appt to be recertified.</p>

TWIST reports that support caseload development

Caseload reports in TWIST			
<p>C 6. Clients with No Fis Report</p> <p>Number: CP165R</p> <p>Location: Client Processes → Outputs → Reports → Intake → Clients with No Fis</p>	<p>For participants with no Fis for the month, provides ID #, client name, guardian, phone, phone type, if “ok” to contact by phone, cert start date and end date. Once report generated, agency is able to print labels from this screen.</p>	<p>For all or select clinic, have the option to enter previous, current or next month.</p>	<p>Shows the number of participants who have been certified, but have not been in to pickup vouchers.</p>
<p>C 7. WIC Counts by Priority/ Category</p> <p>Number: OM191R</p> <p>Location: Operations Management Module → Outputs → Caseload → WIC Counts by Priority/Category</p>	<p>Shows counts and percentages on the state, agency or clinic level for certified or participating clients by WIC priorities and categories. This report provides migrant and homeless counts and percent of each by WIC priority and category. This report can provide unduplicated or duplicated counts for certified and participating clients and can be requested monthly or for specific date ranges to match both state fiscal year and federal fiscal year.</p>	<p>Enter previous month and year; indicate if want to count duplicates, and whether it should be based on participation or certification.</p>	<ol style="list-style-type: none"> 1. To compare agency percentages with state averages for women, infants and children categories. 2. To assess breastfeeding looking at IE, IB and IN percentages. 3. To determine if agency has a documented homeless or migrant participants.
<p>C 8. Local agency Caseload Plan</p> <p>Number: FM150S</p> <p>Location: Financial Management → Caseload → Participating Caseload → Local Agency Caseload Plan</p>	<p>Screen shot which provides caseload data by clinic by month.</p> <p><i>Note: Downside of this screen- unable to print.</i></p>	<p>Select local agency caseload plan tab; Enter fiscal year (use arrow to tab down to current year)</p>	<p>To determine caseload changes by clinic and by language if clinic schedule is set that way.</p>