

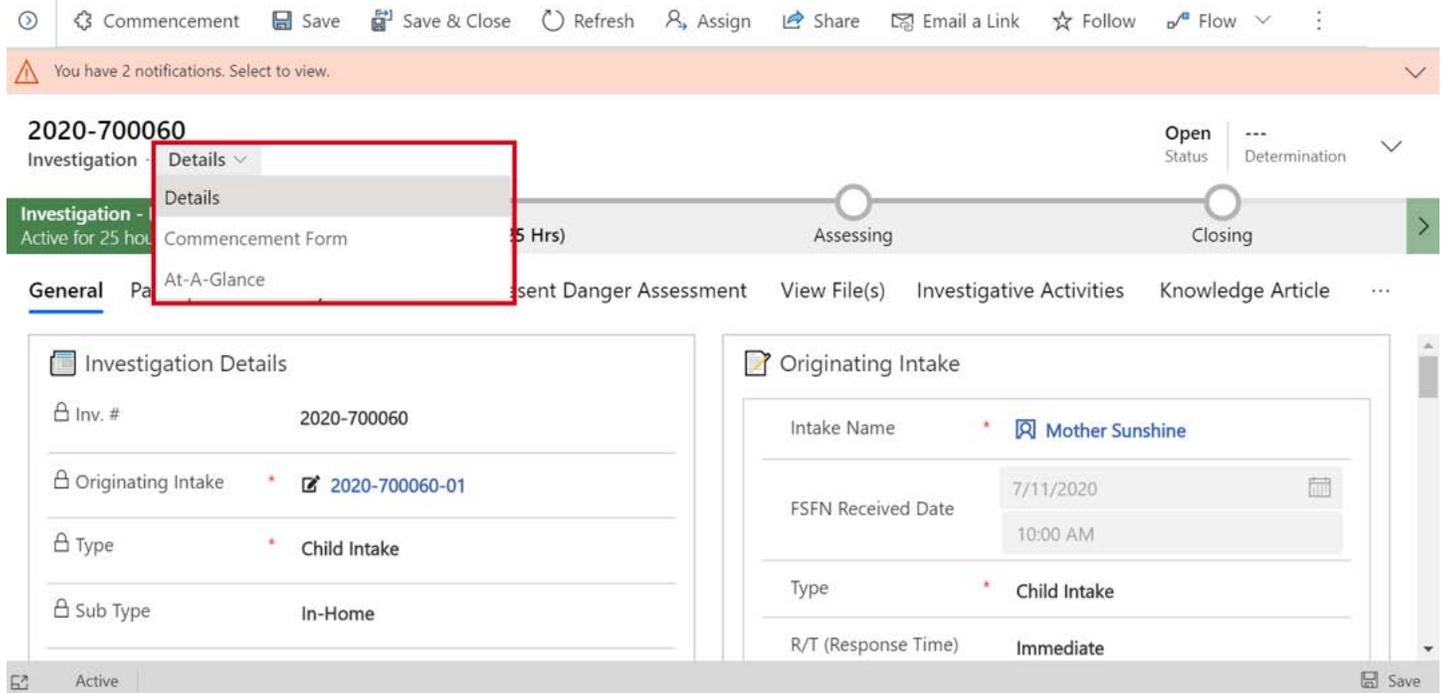
# The Documentation

Title: At-A-Glance View

Description: Provides details regarding the information available "At-A-Glance" related to the Investigation.

Keywords: Investigation; At-A-Glance; Dashboard; Notifications

Investigations can be viewed in different layouts: Details and At-A-Glance. The ability to toggle between the two views is accessed from the drop down directly below the Investigation Number. When first logging in and launching an Investigation, the View defaults to Details. Access At-A-Glance by simply selecting At-A-Glance from the drop down directly below the Investigation ID.



## The Documentation

The screenshot below depicts 3 of the 6 group boxes when viewing an Investigation "At-A-Glance".

The Investigation Details group box captures various key pieces of information, which includes the following:

- Investigation # - Investigation ID, such as 2020-700281
- Originating Intake – 01 Initial Intake ID \*clicking the link launches the Intake page\*
- Intake Decision Date – Decision Date and Time captured on the Initial Intake – Decision tab
- Days Elapsed – Number of days that have lapsed since the Intake Decision Date
- Commencement Signed Date – Date and Time the Acknowledgement Form was flagged as Completed
- R/T (Response Time) – Response Time captured on the Initial Intake

The Victim(s) group box captures all Investigation Participants with the Role of Victim. Each Victim is displayed with their associated Age based on Date of Birth, or Estimated Age. Clicking on the Victim's Name will launch the Role/Maltreatment screen, which captures the participant's Maltreatments and Roles. In addition, you can access the menu from the ellipsis and add a new participant by selecting the +New Participant option. Selecting +New Participant will launch the FSFN Search screen where you are able to search and either select an existing person or create a new person.

The PDA(s) group box captures all Present Danger Assessments associated with the Investigation, along with the Assessment Date (top), indicator of Yes or No if Present Dangers were identified, and Completed Date (bottom). In addition, you can access the menu from the ellipsis and create a new Present Danger Assessment if a Pending one doesn't already exist. Clicking on the Present Danger Assessment row will launch the Present Danger Assessment.

**2020-700281**  
Investigation · At-A-Glance

--- Determination | Open Status

Investigation - BPF Stage  
Active for 4 days

Initiating (4 D) | Assessing | Closing

**At a glance** | Audit History

**Investigation Details**

Inv. #	2020-700281
Originating Intake	<a href="#">2020-700281-01</a>
Intake Decision Date	10/8/2020 6:02 PM
Days Elapsed	5
Commencement Signed Date	10/12/2020 7:33 PM
R/T (Response Time) *	<b>Immediate</b>

**Victim(s)**

Victim License	15
Child License	3

Sort | New Participant | Refresh | See all records

**PDA(s)**

10/6/2020	Yes	10/8/2020
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## The Documentation

The screenshot below depicts the 4<sup>th</sup> of 6 group boxes when viewing an Investigation “At-A-Glance”.

The Check Points group box captures key check points in the lifecycle of an Investigation, which includes the following:

- Victims seen? – Indicates Yes if all Victims have at least 1 Face to Face Contact documented with Contact Made = Completed; otherwise, No
- Alleged Perpetrator seen? – Indicates Yes if all Alleged Perpetrators have at least 1 Face to Face Contact documented with Contact Made = Completed; otherwise, No
- Initial Commencement Completed? – Indicates Yes if the Commencement – Initial has been documented; otherwise, No
- Present Danger Assessment Completed? – Indicates Yes if at least 1 Present Danger Assessment has been completed; otherwise, No
- Initial Face To Face Completed? – Indicates Yes if all Investigation Participants have at least 1 Face to Face Contact documented with Contact Made = Completed; otherwise, No

You have 5 notifications. Select to view.

2020-700281  
Investigation · At-A-Glance

Investigation - BPF Stage  
Active for 4 days

Initiating (4 D)    Assessing    Closing

At a glance    Audit History

✓ Check Points	
🔒 Victims seen?	No
🔒 Alleged Perpetrator seen?	No
🔒 Initial Commencement Completed?	Yes
🔒 Present Danger Assessment Completed?	Yes
🔒 Initial Face To Face Completed?	No

## The Documentation

The screenshot below depicts the final 2 of 6 group boxes when viewing an Investigation “At-A-Glance”.

The Investigative Activities group box captures all activities documented on the Investigation. Each activity is represented by a row in the table and captures the Begin Date/Time, as well as Due Date/Time. The Due Date/Time is only applicable to the Activity Sub Type = Follow-Up Needed. Double clicking on the Activity Sub Type will launch the Investigative Activity. In addition, new activities can be created by selecting the + New Investigative Activities option.

The Supervisor Consultations group box captures all Supervisor Consultations, excluding Rapid Safety Feedback, that have been documented in FSFN for the Investigation. Each Supervisor Consultation is represented by a row in the table. Double clicking on the Type will launch the Supervisor Consultation. Each record displayed captures the following:

- Type – Consultation Type including Pre-Commencement; Initial; Follow-Up; 2<sup>nd</sup> Tier and Closure
- Investigation ID - Investigation ID, such as 2020-700281
- Consultation Date/Time – Date/Time of Consultation
- Method of Consultation – Phone, In Person or Web Conference
- Completed? – flag indicating Yes or No
- Modified On – Date/Time the record was last modified
- Modified By – Indicates who last modified the record

The screenshot shows two distinct sections within a software interface, each enclosed in a red rectangular border. The top section is titled 'Investigative Activities' and features a table with three columns: 'Activity Sub Type', 'Begin Date/Time', and 'Due Date/Time'. A single row is visible with the values 'Commencement - Initial', '10/8/2020 7:02 PM', and '---'. Above the table is a '+ New Investigative Acti...' button. The bottom section is titled 'Supervisor Consultations' and contains a table with seven columns: 'Type', 'Investigation', 'Consultation Date/...', 'Method of Consultation', 'Completed?', 'Modified On', and 'Modified By'. This section is currently empty, displaying a document icon and the text 'No data available.'.