

DIVISION OF SENIOR AND DISABILITY SERVICES

10.01 WEB TOOL ICON GUIDE

G	Allows addition of new information i.e., service, case notes, etc.
Edit	Enables the case status to be changed to 'Closed'.
G Save	Saves information entered in the section.
Delete	Removes information in that section or line.
\bigcirc	Removes previously entered information.
Search	Performs an information search.
Print	Displays information in PDF format for printing.
🕜 Help	Future enhancements to display Help tips.
Select	Enables selection/navigation to the associated item.
Close	Closes the section of the HCBS screen.
Cancel	Cancels or closes out of the current function/screen.
ok	Indicates agreement with the suggested action.
1	Indicates that a comment related to the Prior Authorization - Care Plan exists.

\bigcirc	Opens the Prior Authorization – Care Plan comment.
🔼 Expand	Expands the selected section.
Collapse	Collapses the selected section.