

ORDER MONTH:		SERVICE DATE - Updated by ADVSD staff					version:	10/9/2015
AGENCY:		DISTRICT CENTER:			STAFF:			
Please use CAPS LOCK								
PRIME#	LAST, FIRST	Transportation Service Code (passes/tickets)	Quantity	Scheduling & Coordination	NOTES (for DC use)	OPI	List Status	
12345678	OLDERAMERICAN, CLIENT1	Adult Tickets (5T)	1.0	1		1		
23456789	OLDERAMERICAN, CLIENT2	Honored Citizen Pass (5H)	1.0	0		1		
34567890	OLDERAMERICAN, CLIENT3	Lift Pass (5J)	1.0			1		
45678912	OLDRAMERICAN, CLIENT4	Lift Punchcard (5Z)	1.0	1		0		
567891011	OLDERAMERICAN, CLIENT5	NONE		1		1		
678910112	OLDERAMERICAN, CLIENT6	NONE		1		0		
789101134	OLDERAMERICAN, CLIENT7	Honored Citizen Tickets (5M)		1				
891011123	OLDERAMERICAN, CLIENT8	Lift Punchcard (5Z)	1.0					
910111213	OLDERAMERICAN, CLIENT9	Assessment (5A)	1.0	1		1		
101112131	ODLERAMERICAN, CLIENT10	Assessment (5A)	1.0	1		0		
		NONE						
		NONE						

The different situations:

- 1.- (first row)if the value in the OPI column is “1” and there is a unit for Scheduling and Coordination then the value in Scheduling/Coordination will turn red.
- 2.- (rows 2 and 3) if the value in the OPI column is “1” and the value in Sched/Coord is “0” or Blank, nothing will change since it does not create any conflict.
- 3.- The other ones are pretty much “obvious” situations, like missing data, or the situation with the assessment.

Please note: Regardless of the formatting, this is just a tool to help identify possible errors, it will not correct data automatically.