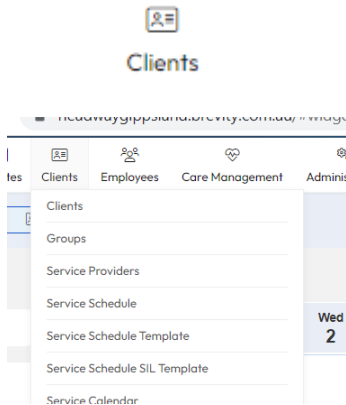


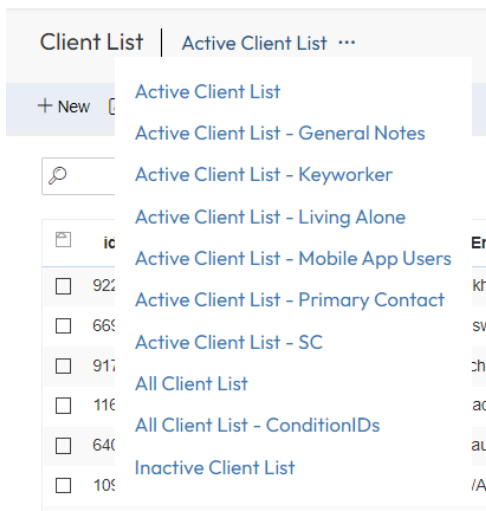
## SD – Brevity – Support Coordination Reports

### Brevity how to pull reports For Support Coordination

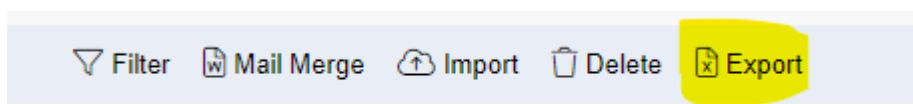
1. Click on clients



2. Then highlight over Active Client List, and Click Active Client – SC



3. Once you click on this it will provide you with a list of all Support Coordinated Clients, also who their Key Workers are, you then can Export this Document, by clicking on the top right of your screen Export, this will then generate a .csv file containing the data.

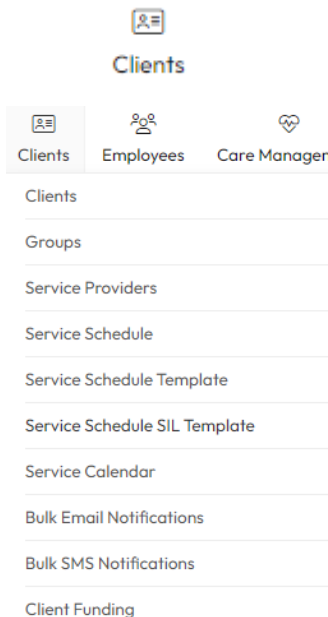


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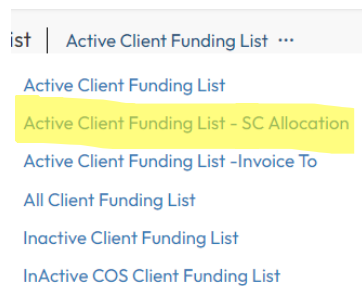
## SD – Brevity – Support Coordination Reports

### Brevity how to pull reports For Support Coordination

1. Click on clients, then click on Client funding

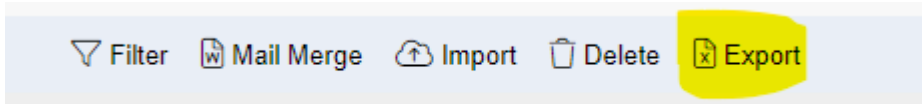


2. Highlight over Active client funding list and select Active client funding list – SC Allocation



- NB: Any filters applied in the view in Brevity will likely not be reflected in the exported .csv file. Excel filter functions will need to be employed. Instructions can be found [here](#).

- Once you click on this it will provide you with a list of all Clients, you then can Export this Document, by clicking on the top right of your screen Export, this will then generate a .csv file containing the data.



- Once you have downloaded the .csv file, you will then need to filter row 1

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q
1	name	startdate	enddate	budget	ndisnumbe	pricelist	pricelist	suburb	keywor	keywor	funding	funding	program	program	invoicet	invoicet	primary

- Then Filter column N to say SC, this then gives you all Support Coordinated Clients.

