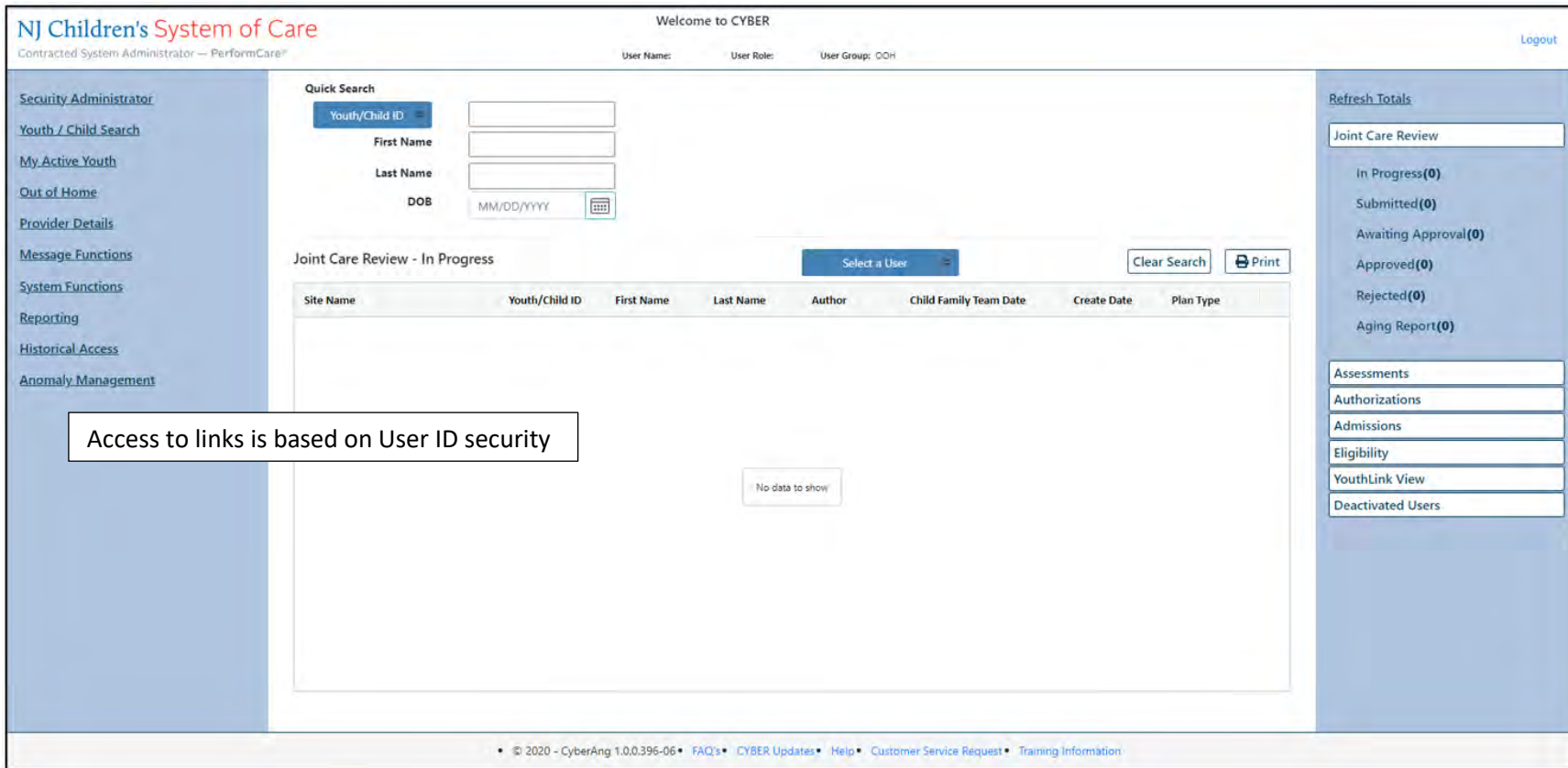


Out of Home (OOH) Welcome Page

The Welcome Page is the landing page for all CYBER users. The username and role will display at the top of the screen. An accordion on the right has links that correspond to data displayed in the center grid. Links on the left side take the user to other areas of the system. A Quick Search area (top) allows the user to search for a youth's record. Access to links is based on the user's security levels. The Security Administrator link (top left) lists all Security Administrators at the agency. Users may log out using the *Logout* link in the upper right.



The links at the bottom edge direct the user to useful PerformCare website pages.

Out of Home (OOH) Welcome Page

Right column links display:

Joint Care Review

- [In Progress](#) – User’s plans (JCRs) and those transferred to the user that are not yet submitted
- [Submitted](#) – Plans submitted by the user
- [Awaiting Approval](#) - List of plans pending the logged-in user's approval
- [Approved](#) - User's plans that were approved in last 7 calendar days
- [Rejected](#) – Plans returned to the logged-in user by the agency or CSA
- [Aging Report](#) - User's plans identified as Coming Due/Overdue

Note: Data displayed when using the links is based on the user being added to the Provider tab in the youth’s record.

Assessments

- [In Progress](#) - Assessments in progress that have been submitted to CSA

Authorizations

- [Expiring](#) - Authorizations that will expire in the next 30 days and there is no other authorization starting within 7 days of the prior authorization end date

Admissions

- [Admission Summary](#) - Admission summary for the Out of Home programs that the logged-in user

Eligibility

- [Added Eligibility](#) – Youth with new Medicaid in last 30 calendar days or a future Eligibility Start Date
- [Expiring Eligibility](#) – Youth Medicaid to expire in next 30 calendar days and no new eligibility will start within 7 calendar days of the expiring eligibility
- [Terminated Eligibility](#) - Youth Medicaid/3560 terminated last 30 calendar days
- [3560 Auto Term](#) – Youth 3560 that were automatically terminated

YouthLink View

- [New to YouthLink](#) - Youth referrals added to YouthLink in the last 3 calendar days
- [New to Prov Queue](#) - Youth referrals in Assign status in the last 7 calendar days (assigned to program)
- [Accepted](#) - Youth referrals in Accept status
- [Scheduled](#) - Youth referrals in Schedule status
- [Recently Admitted](#) - Youth referrals in Admit status in the last 3 business days
- [Approved CON](#) - Youth referrals with approved Certification of Need applications
- [Not Approved CON](#) - Youth referrals with Certification of Need applications that have not been approved

Out of Home (OOH) Welcome Page

Deactivated Users

- Progress/Assigned Work - Deactivated users' plans and progress notes not yet submitted plus those transferred to deactivated user (link only viewable by OOHSUP and higher-level security)

Left column links display:

- Security Administrator – Lists all Security Administrators at the agency and their contact information
- Youth / Child Search – The Youth / Child Search screen with access to Active Agency Youth
- My Active Youth - Youth records the user is assigned to via the Provider tab on the youth's Face Sheet
- Out of Home – YouthLink, Message Functions, Out of Home Provider Map, Adolescent Housing Hub and Family Support Service Link
- Provider Details - Tabs of Medicaid and Non-Medicaid Providers
- Message Functions - Automatic messages about youth referrals on YouthLink
- System Functions - The Manage Access and User Preferences area – User can change their own password and add preferences. System Administrators can manage other users' IDs, edit security settings, deactivate users, etc.
- Reporting - Reporting selection options, available for use by Level 3 security (based upon security settings)
- Historical Access - A list of youth who are no longer open to the agency; allows a user to access a record in read/print only view
- Anomaly Management – Opens a screen where anomalies are displayed, selected, and resolved for users with Level 2 or Level 3 security (based upon security settings)

Bottom edge links display:

- The current version of CYBER (2.0.0.0) and the server number (-XX). This is helpful when contacting Customer Support.
- FAQ's – CYBER Frequently Asked Questions on the PerformCare website
- CYBER Updates – The CYBER Releases webpage of CYBER Release Notes detailing changes made during updates
- Help – Pop up Help Screen with PerformCare Customer Service contact information
- Customer Service Request – Use this link to report a CYBER problem or make a request or inquiry.
- Training Information – The Provider training webpage with links to training materials

PerformCare Service Desk:
www.performcarenj.org/ServiceDesk/
1-877-652-7624