Service Provider Detail Report

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Tool Search: Service Provider Detail Report

The **Service Provider Detail Report** displays provider's name, the provided service's detailed information, which includes students' name, student number, grade, service start/end dates, and minute summary.

Service Provider Detail Report Editor

See the Student Information Reports Tool Rights article for the tool rights needed to generate this report.

Unlike the Service Provider Summary Report, the Service Provider Detail Report lists student names in addition to the type of service being provided and the service information.

Report Logic

Locked plans are referenced to pull service information and service providers. Service information prints for non-locked plans, reporting the same information except for the name of the Service Provider. A student is listed once per service per provider, which means the student's name may be listed more than once for each service provider.

Hours Calculation Details

Hours are calculated and rounded using the following calculation:

1. The number of *Instructional Days per school year divided by one of the following values:
   1. If BIE, then 5, OR
   2. If weekly meetings (This pulls from the Service editor on the student's Plan.), then 5, OR
   3. If monthly (This pulls from the Service editor on the student's Plan.), then 20, OR
   4. If yearly (This pulls from the Service editor on the student's Plan.), then 260, OR
   5. If quarterly (This pulls from the Service editor on the student's Plan.), then 45, OR
   6. Otherwise, 1 (for daily meetings),
2. Times Service Frequency (This pulls from the Service editor on the student's Plan.),
3. Times Services Minutes (This pulls from the Service editor on the student's Plan.),
4. Divided by 60 minutes per hour.
5. This final number is then rounded to the nearest hundredth value.

*Instructional days are all days in the calendar Days tool where instructional is true and fall between the Plan Service Provided Start Date and End Date AND the student's enrollment Start Date and End Date.

Report Editor

The following fields are available for entry:

Field	Description
Start Date	First date used to report service provider information. This is a required entry. Dates are entered in *mmddyy* format or can be chosen by selecting dates from the calendar icon.
End Date	Last date used to report service provider information. This is a required entry. Dates are entered in *mmddyy* format or can be chosen by selecting dates from the calendar icon.
Non-Resident Students Only	When marked, the report only prints students who are considered non-residents based on their Resident District selection.
Providers	Lists those individuals marked as a Service Providers on a student's Team Member's tool.

Field	Description
Calendar Selection	Select at least one calendar from which to report provider information. Calendars can be selected by active year, school name or year.
Print in HTML Format	When marked, the report prints in HTML format, instead of the standard PDF format.

Generate the Service Provider Detail Report

1. Enter the **Date Range** for the report.
2. If only non-resident students should be included, mark the **Non-Resident Students Only** checkbox.
3. Select which **Providers** to include in the report.
4. If the report should print in HTML format, mark the **Print in HTML Format c**heckbox.
5. Select the **Calendars** to include on the report.
6. Click the **Generate Report** button. The report displays in a new browser window in the selected format, listing the service providers, service, student name and details of the service.

Provider	Grade Student(#)	Service	Start/End Date	Frequency	Session	Hours Indirect	Direct	Total
Provider, James	12 Student, Analise M (#234567)	Physical Therapy	01/12/2012-01/11/2013	5.0:week	235	0.00	0.00	0.00
Service: 45	12 Student, Analise M (#234567)	Functional Daily Living Skills	03/19/2012-06/29/2012	5.0:year	1	0.03	1.20	1.25
Programs: 385				Service Location	General Ed: werwe		Special Ed: adf	
Plans: 137	12 Student, Analise M (#234567)	Nails	03/19/2012-07/06/2012	5.0:month	20	0.33	6.67	7.00
Students: 130				Service Location	General Ed: 333		Special Ed: 44443	
Indirect hours: 5882.75	12 Student, Analise M (#234567)	Dan's Related Service	03/19/2012-03/18/2013	5.0:year	4	0.00	3.73	3.73
Direct hours: 48957.52				Service Location	General Ed: erwer		Special Ed: SDwedr	
Total hours: 54841.03	12 Student, Analise M (#234567)	dfsdf	04/02/2012-07/04/2012	5.0:year	1	0.00	0.22	0.22
	10 Student, Ben (#765432)	Reading	01/25/2011-01/24/2012	5.0:week	190	0.00	148.83	148.83
				Service Location		Special Ed: resource		
	10 Student, Ben (#765432)	Math	01/25/2011-01/24/2012	5.0:week	190	0.00	148.83	148.83
				Service Location		Special Ed: resource		
	10 Student, Ben (#765432)	Organizational Skills	01/25/2011-01/24/2012	5.0:week	190	0.00	148.83	148.83
				Service Location		Special Ed: Resource		
	09 Student, Claire (#345678)	Organizational Skills	09/06/2011-03/17/2012	5.0:week	141	0.00	110.45	110.45
				Service Location	General Ed: H.S.		Special Ed: H.S.	
	11 Student, Dean (#876543)	Organizational Skills	03/28/2011-03/27/2012	5.0:week	192	32.00	150.40	182.40
				Service Location		Special Ed: Armstrong High School		
	10 Student, Evelyn (#456789)	Organizational Skills	02/28/2011-02/27/2012	5.0:week	191	31.83	149.62	181.45
				Service Location		Special Ed: Autism Resource Room		
	11 Student, Fischer (#987654)	Physical Therapy	01/26/2011-01/25/2012	1.0:month	9	4.75	0.00	4.75
			Service Location	General Ed: various AHS locations			Special Ed: various AHS locations	
	11 Student, Fischer (#987654)	Math	01/26/2011-01/25/2012	5.0:week	190	31.67	148.83	180.50
				Service Location		Special Ed: Armstrong High School		
	11 Student, Fischer (#987654)	Organizational Skills	01/26/2011-01/25/2012	5.0:week	190	31.67	148.83	180.50
				Service Location		Special Ed: Armstrong High School		
	11 Student, Fischer (#987654)	Transition	01/26/2011-01/25/2012	5.0:week	190	31.67	148.83	180.50
				Service Location		Special Ed: Armstrong High School		
	11 Student, Fischer (#987654)	Developmental Adapted Physical Education	01/26/2011-01/25/2012	5.0:week	190	31.67	148.83	180.50
				Service Location		Special Ed: Armstrong High School		
	11 Student, Fischer (#987654)	Employment Skills	01/26/2011-01/25/2012	5.0:week	190	31.67	148.83	180.50
				Service Location		Special Ed: Armstrong High School		

Service Provider Detail Example