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Overview

An Alert should be recorded on an **Adopted** child’s record. This in turn triggers Rio to display a banner across the **Clinical Portal – Client’s View** to ensure the Clinician accessing the record is fully aware of the Adoption Status

Recording an Adoption Alert

- Click **Menu**
- Click **Quick Menu**
- Click **Client’s View**
- Search for Client

Clinical Portal – Client’s View displays

On the grey banner bar locate the **Alert**  icon

- Click 

Current Alerts screen displays

- Click **Add Alerts** (located at the bottom)

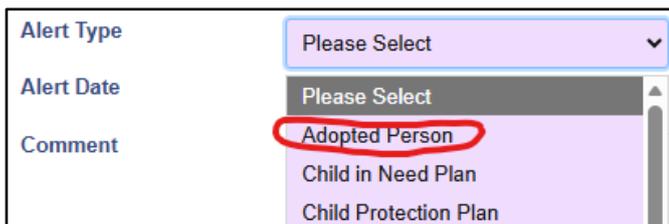
Alert Type: Adopted Person

Alert Date: As required

Comment: As required

This is a significant Alert:

- Click **Save**



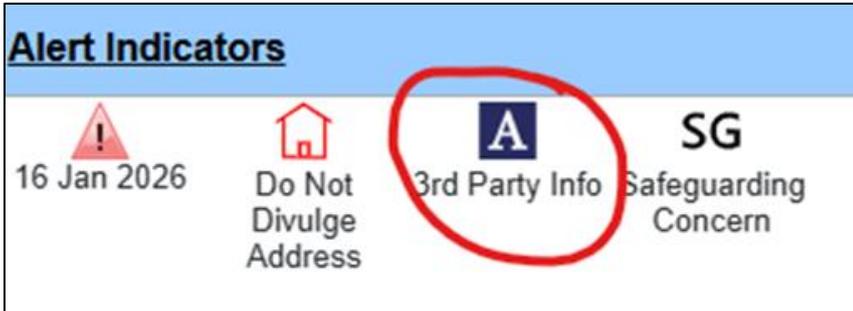
Alert Type	Please Select
Alert Date	Please Select
Comment	Adopted Person
	Child in Need Plan
	Child Protection Plan



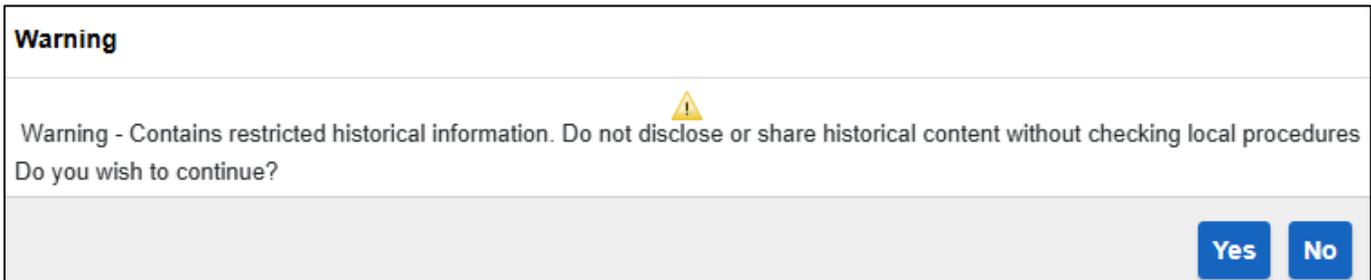
Viewing the Alert

The Alert icon changes to red and will display in the **Indicator's Pane** as before.

The **Alert Indicators** pane, viewable from many of the C & F tabs, display with the blue square containing a white A with a **3rd Party Info** note below.

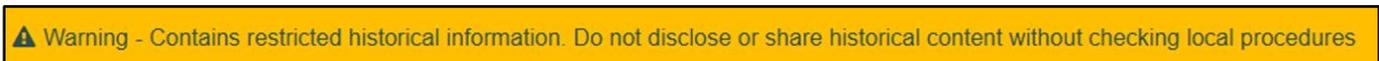


Along with this icon, the User will also be presented with a **Warning** question?



- Click **Yes**

The banner displays across the Clinical Portal – Client's View



The banner will also pop up each time a user accesses **Document View** and **River View**.