

Caseload Reports:

Percent of Assigned Caseload – 12 Month History Report

What this report tells you:

The percent comparison of participating caseload to assigned caseload for each month for the past 12 months, and the 12 month average. It shows how you are meeting your caseload goal of serving 97-103% of assigned caseload.

Why use this report:

Use to monitor assigned caseload with the goal of keeping the participating caseload between 97-103% of the assigned caseload.

How to run this report:

Operations Management- Outputs- Caseload. Enter the month and year.

When to run this report:

Run on the 2nd of each month.

