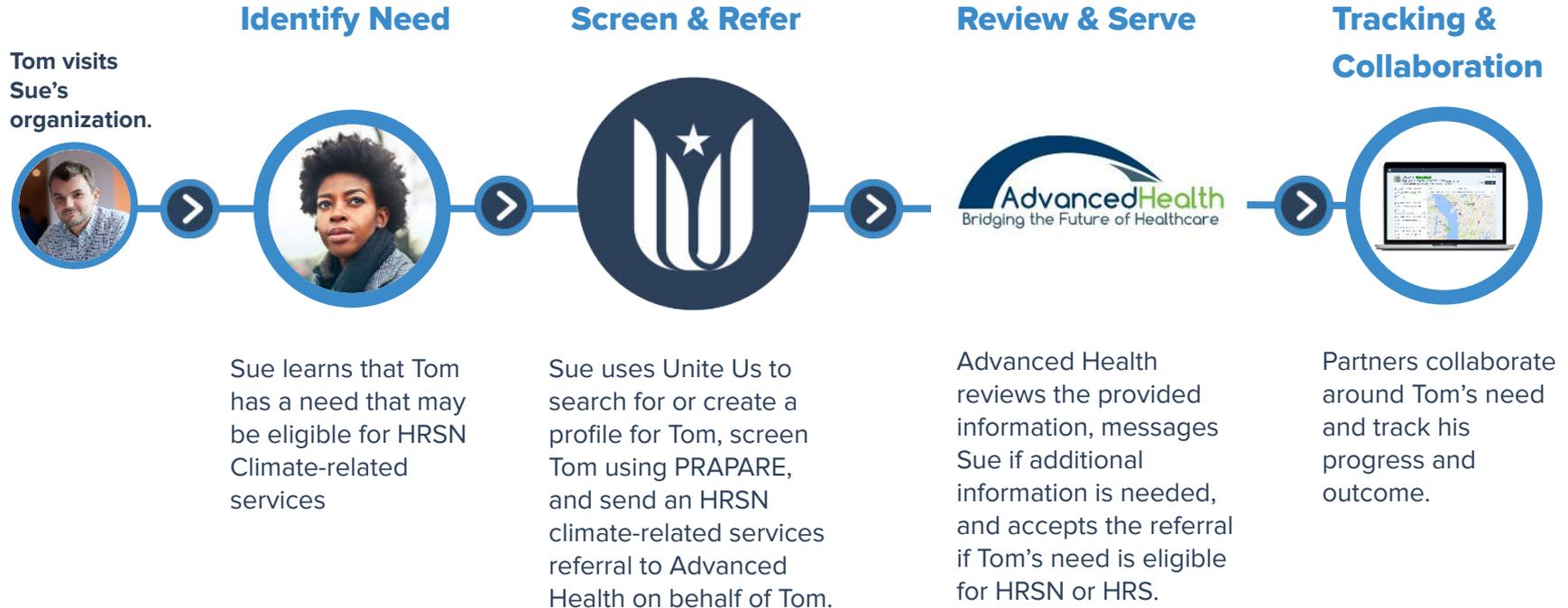


Sending an HRSN Referral to Advanced Health



Search for Client, Create Profile, and Screen

1. Log into [Unite Us](#)
2. Click + New Client
3. Enter the client's name and DOB. Select the existing client record or create a new client.
4. Review, add, or update client information then scroll to the bottom of the page and click **Save Client**.
5. Collect the Client's Unite Us consent if prompted.
6. Click the **Form** Tab. If the client has a PRAPARE screening listed with a submission date in the last 12 months, click the "Refer Client Name" Button and skip to [Send an HRSN Referral to Advanced Health](#).
7. Click **Add New Form Submission** and select the **PRAPARE** screening from the drop-down menu.
8. Answer as many of the questions as you can. It is ok to leave questions blank.
9. Click the **Save** button at the bottom of the screen.
10. Review the list of suggested referrals with the client. Deselect any of the referrals that the client would not like placed on their behalf. Then click the **Create Referrals** button.
 - If there are no suggested referrals or the client declines all of the suggested referrals, click [Go to Face Sheet](#), click the "refer client name" button, and skip to step [Send HRSN Referral to Advanced Health](#).
11. Click on each new referral, select a program/organization, and provide a description.
12. Click the **Add Another Referral** Button in the bottom left hand corner.

Send an HRSN Referral to Advanced Health

1. Select the service type Wellness Expense Assistance,
2. Select the program HRSN Climate Benefit Advanced Health CCO
3. Provide a description of the client's need in the free text box,
4. Attach the member signed HRSN attestation and copy of the client's OHP card, then click the **Next** button in the bottom right-hand corner.
5. Click on the **Health-Related Social Needs (HRSN) Request Form** and answer the questions
 - You may skip all other forms and questions
6. Click the **Next** button at the bottom of the page.
7. Click the **Confirm and Submit** button at the bottom of the page.