

## Alert to IEB

An addition of an “Alert to IEB” radio button has been added to PIA for when a supervisor needs to refer a case to the IEB after a FED has already been completed and submitted.

This radio button will only be available when the assessor indicated not to send an alert to the IEB when submitting the FED.

### Where is the “Alert to IEB” button located?

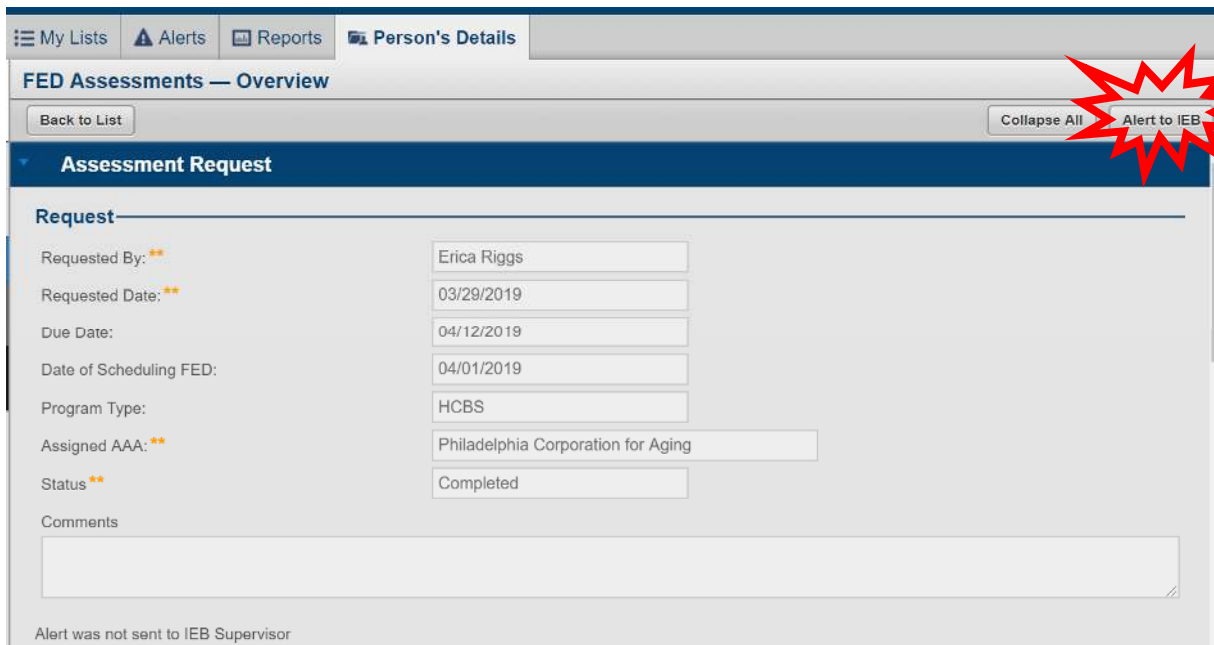
- FED Assessment -Overview

### When to use:

- After submission the consumer decides they want to apply for waiver
- IEB sends a request and there is a current FED in the system
- Assessor indicated not to send FED to IEB, but it should have been sent it to the IEB

### How to use:

- After the assessor alerts their supervisor that the referral to the IEB is needed, but was not previously checked during submission of the FED, the supervisor will:
  - Look up the consumer
  - Click Assessments -> FED Assessments -> Summary
  - In this screen you will see the Alert to IEB button at the top right corner.
  - Click this button to refer to the IEB



The screenshot shows the 'FED Assessments — Overview' screen. At the top, there are tabs for 'My Lists', 'Alerts', 'Reports', and 'Person's Details'. Below the tabs, there is a 'Back to List' button and a 'Collapse All' button. The 'Alert to IEB' button is located in the top right corner and is highlighted with a red starburst. The main content area is titled 'Assessment Request' and contains a 'Request' section with the following fields:

Requested By: **	Erica Riggs
Requested Date: **	03/29/2019
Due Date:	04/12/2019
Date of Scheduling FED:	04/01/2019
Program Type:	HCBS
Assigned AAA: **	Philadelphia Corporation for Aging
Status **	Completed
Comments	

At the bottom of the screen, there is a message: 'Alert was not sent to IEB Supervisor'.