# Issues

|  |  |  |  |
| --- | --- | --- | --- |
| # | Description | Assigned To | Status |
| 1 | Which healthcare services require a form? Need guidance on how to determine using the TaxonomyCrosswalk.xls | Angie | Open |
| 2 | Which waivered services require a form? Need guidance on how to determine | Danni | Open |
| 3 | It appears that a service at most has one form. If there are services with multiple forms, the object model requires updating. |  | Closed |
| 4 | In the main flow, the "list" displays all forms, it is not filtered. Does the list need to be filtered for the first release? Examples of filter options include:   * Display only the latest version of the service form * Displaying the current and prior version of each service form * Display service forms uploaded in last x years | Angie | Open |
| 5 | What file type can be uploaded? Assumption is only common file types that can be viewed easily, such as PDF, JPG, GIF, PNG, etc. | Angie | Open |

# Description

This use case describes managing the forms required for the facility location services of a provider profile (referred to as service forms).

# Primary actor(s)

1. User

# Main flow: Manage service forms

## Precondition(s)

1. The provider profile is in edit mode
2. And entry of the facility location services is complete

## Steps

1. User invokes option to manage service forms of a provider profile
2. System displays a list of previously uploaded service forms of the provider profile
3. User adds, updates, or deletes a service form – see alternate and exception flows

## Alternate flow: Add service form

This flow begins after step 2 of the main flow.

1. User invokes option to add a service form to the provider profile
2. User performs the following:
   1. Selects a service
   2. Downloads (or prints) the form document (the PDF file)
   3. Fills out the form document
   4. Uploads the filled out form document (or an image of the filled out form)
3. System validates – see use case rules 130, 131, 132, 133
4. Steps 2 – 3 are repeated for each service form
5. User completes entering service forms
6. System validates – see use case rules 134, 135
7. User case ends

## Exception flow: Cannot re-add service form

When a service form that is not in Filenet exists, another service form with the same service cannot be added. (Cannot have two service forms not in Filenet for the same service)

## Alternate flow: Update service form not "in Filenet"

When a service form is not in Filenet, it can be updated.

## Exception flow: Cannot update service form "in Filenet"

When a service form is in Filenet, it cannot be updated.

## Alternate flow: Delete service form not "in Filenet"

When a service form is not in Filenet, it can be deleted.

## Exception flow: Cannot delete service form "in Filenet"

When a service form is in Filenet, it cannot be deleted.

# Main flow: View service form

When any of the following conditions are true, the service form is displayed as read-only:

1. The provider profile is opened in view mode
2. The service form is in Filenet

# Change control

| Version | Date Revised | Revised By | Revisions |
| --- | --- | --- | --- |
| 1 |  |  | Initial draft |