## **Delete Site**

Users with **Provider Setup** Administrative Role can **delete** Sites in their agency. Before attempting to delete a Site, users will also need to ensure that the Site is not associated with any Programs. To know more about changing or updating any Programs associated with the site please <u>click here</u>.

**Terap** Global

Person-Centered. Data-Driven.

To Do	General					
Individual	Provider	Preferences   Password Policy				
Health		Archive Preference				
Agency	User Privileges	Legacy Archive Upto Jul 2011				
Admin	Program	New   List   Archive   Import from Excel   Search Imported Excel				
Agency Reports	Site	New   List   Archive				
	Individual Home Page	Select Profile Items				

1. Click on the **List** beside **Site** row in the **Admin** tab.

2. In the **Site Search** page, select the **Site** you wish to delete. You may enter the name of the site in the **Filter** field to narrow down the list.



## Site Search

Demo Special										
Form ID 🗘	Site Name	Address \$	State ≑	City ‡	Status Active -	Time Zone				
SITE-DEMOTPHL-K6K4NJ5YUMUL	Demo Special School	Demo Street		Dhaka	Active	Asia/Dhaka				
SITE-DEMOTPHL-K954NFFZ5MUL8	Nepal Special School Demo	Bhalam			Active	Asia/Kathmandu				
Showing 1 to 2 of 2 entries (filtered from 7 total entries) Previous Next										
Create New Site           Image: Stream of the stream of th										
Cancel										

3. At the bottom of the Site's **Update/Delete Site** page, click on the **Delete** button to delete the Site.

**Note**: Delete button will be unavailable if there are programs which are still associated with the *site*.



## Update / Delete Site Active 6

Provider Code	DEMOTG-TGD								
Provider Name	Therap Global Demonstration Provider								
* Site Name	Demo Special School								
Site ID	05								
Site Code	001								
Cost Center Number									
Time Zone	Asia/Dhaka								
Address	Demo Street								
	Street 1		Street 2						
	Dhaka	State ~	33700	Bangladesh 👻					
	City	State	Zip Code	Country					
Location	•								
Phone		Ext							
Fax									
Desetivete									
Deactivate									
Cancel Back				$\rightarrow$	Delete Update				

4. Click on the **Yes** button to Delete the Site.



## You will see a message "The form has been successfully deleted".

Site Search

The form SITE-DEMOTPHL-LE84NDCZB842P has been successfully deleted