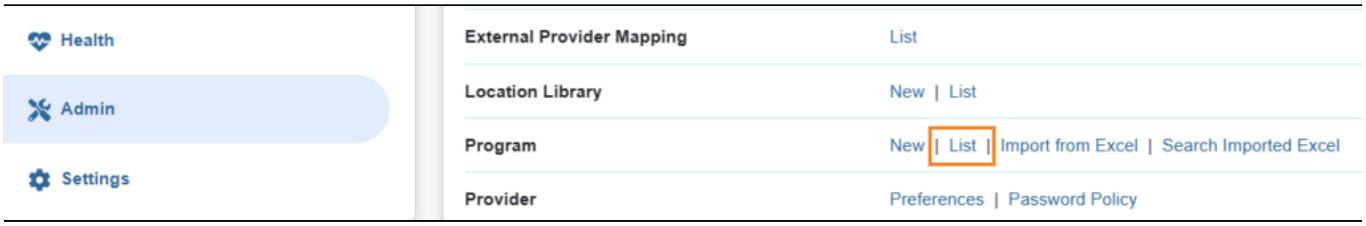
Pag-Update at Pagbura ng Program

Ang mga users na may **Provider Setup** Agency Wide and Administrative Role lamang ang maaaring makagawa, mag-update at magbura ng programs.

1. I-click ang **Admin** tab mula sa Dashboard

2. I-click ang link ng **List** nasa hilera ng Program.



3. Sa **Program List** Page, nakalista ang mga programs ng inyong ahensya. Maaari mong piliin ang **Active**, **Inactive**,at **All** program upang mahanap ang **Status** na

nais. Kadalasan ang mga **Active** programs ang ipinapakita lamang.

Pag-update ng program:

4. Matapos piliin ang nais na program mula sa **Program List** page, lalabas ang **Update/Delete Program** page. Palitan ang mga nais at i-click ang **Update** button sa ibaba ng page upang masave ang mga binago na impormasyon.

Update/Delete Program Active

Program Details

Provider Code	DEMOTG-TGD
Provider Name	Therap Global Demonstration Provider
* **Program Name**	Speech Therapy
* **Program Type**	Speech Therapy
* **Site Name**	Demo Special School
* **Program ID**	01
Program Code	
Cost Center Number	
Capacity	0

Program Contacts

Primary Contact

Name	Name 1	
Phone 1	123-456-7890	123
Phone 2		Extension

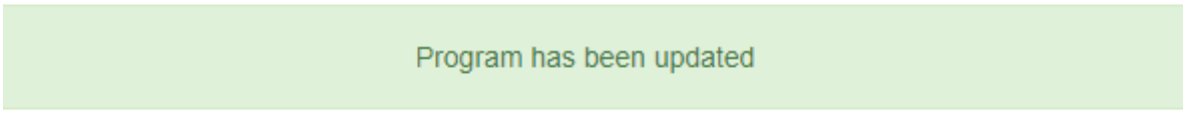
Secondary Contact

Name	Name 2	
Phone 1	789-456-1230	789
Phone 2		Extension

Deactivate ☐

Cancel | Back | Save And Add Individual(s) | Update | Delete

5. Matapos i-click ang **Update** button. Lalabas ang mensahe na “Program has been updated”. Patunay na nabago ang impormasyon ukol sa program.



Pagbura sa Program:

- **Hindi maaaring burahin ang program kung meron nakaenroll o dating nakaenroll na individual sa program.**
- Hindi na maaaring makita o mahanap ang programs na nabura na.

6. I-click ang **Delete** button sa ibaba ng **Update/ Delete Program** page upang burahin ang nais na program.

Update/Delete Program Active

Program Details

Provider Code	DEMOTG-TGD
Provider Name	Therap Global Demonstration Provider
* **Program Name**	Speech Therapy
* **Program Type**	Speech Therapy
* **Site Name**	Demo Special School
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Program Code	
Cost Center Number	
Capacity	0

Program Contacts

Primary Contact

Name	Name 1	
Phone 1	123-456-7890	123
Phone 2		Extension

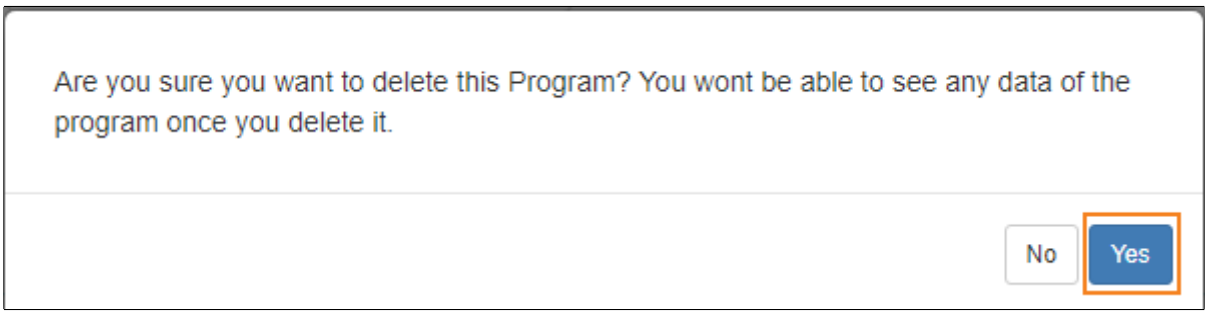
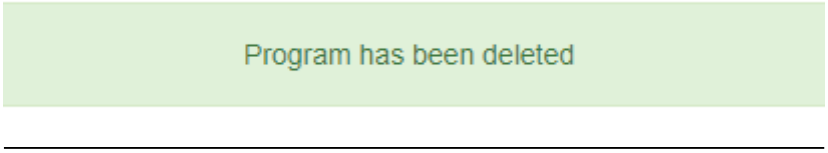
Secondary Contact

Name	Name 2	
Phone 1	789-456-1230	789
Phone 2		Extension

Deactivate ☐

Cancel | Back | Save And Add Individual(s) | Update | Delete

7. Matapos i-click and **Delete** button isang mensahe ang lalabas. Kung ikaw ay sigurado i-click ang **Yes** button upang mabura ang program.



8. Matapos ma-click ang **Yes** button, lalabas ang mensahe na “Program has been deleted”. Patunay na nabura na ang program.