**Report**: ANCHOR Termination Report

**Purpose:** The purpose of the ANCHOR Termination Report is to identify consumers who have terminated from the ANCHOR program and the reasons for termination.

**Utilization:** The ANCHOR Termination Report confirms terminated care enrollments of ANCHOR consumers, identifies gaps in data entry related to terminations (example: Termination date exists but is missing a termination reason or termination status). Supervisors and Managers are expected to use this report monthly to ensure appropriate and complete data entry in SAMS records for ANCHOR terminations. Required fields for Termination: End Date, Termination Date, Status, Reason. Reference: Business Rule Tracking ANCHOR in SAMS dated Feb. 1, 2019 *footer: Business Rule – Tracking ANCHOR in SAMS Final 2-10-19.docx*

The ANCHOR Termination Report is based on a Harmony Advanced Reporting (HAR) query. The HAR query pulls data from the HAR\_Consumers and HAR\_Care\_Enrollments tables which contains data related to Social Assistance Management System (SAMS) consumers and enrollments. The filters in the report are care enrollment termination date and the ASAP.

The query pulls consumers with a care enrollment of ANCHOR and a care enrollment termination date within the dates specified in the filters. The reporting period can be set by the user and be monthly, quarterly, annual or customized. The Termination Date (more than or equal to) filter should be used to enter the reporting period start date and the Termination date (less than or equal to) should be used to enter the reporting period end date. The Agency filter includes a list of all of the ASAPs and one or more ASAPs can be selected.

Example: If you wanted to see a list of consumers who terminated during the month of July 2019, you would enter 7/1/2019 in the Termination Date (more than or equal to) filter and 7/31/2019 in the Termination Date (less than or equal to) filter.

The report has eight columns. The first column is the Agency (ASAP) name which is listed as the default agency in the SIMS consumer record. The second column is the Care Program and always displays ANCHOR, the third column in the SIMS consumer ID, and the fourth column is the consumer's full name. The fifth column in the ANCHOR care enrollment start date, followed by the ANCHOR care enrollment End Date, next is the ANCHOR care enrollment Termination Date, and the last column in the ANCHOR care enrollment status reason.