

UCR - Program Fee

(OPI One-time \$25 fee)

UCR - Program Fee

[Step 1. Reports Tab](#)

[Step 2. Select your organization](#)

UCR - Client Program Fee

Step 1. Reports Tab

- Supplemental Reports
- Program Fees

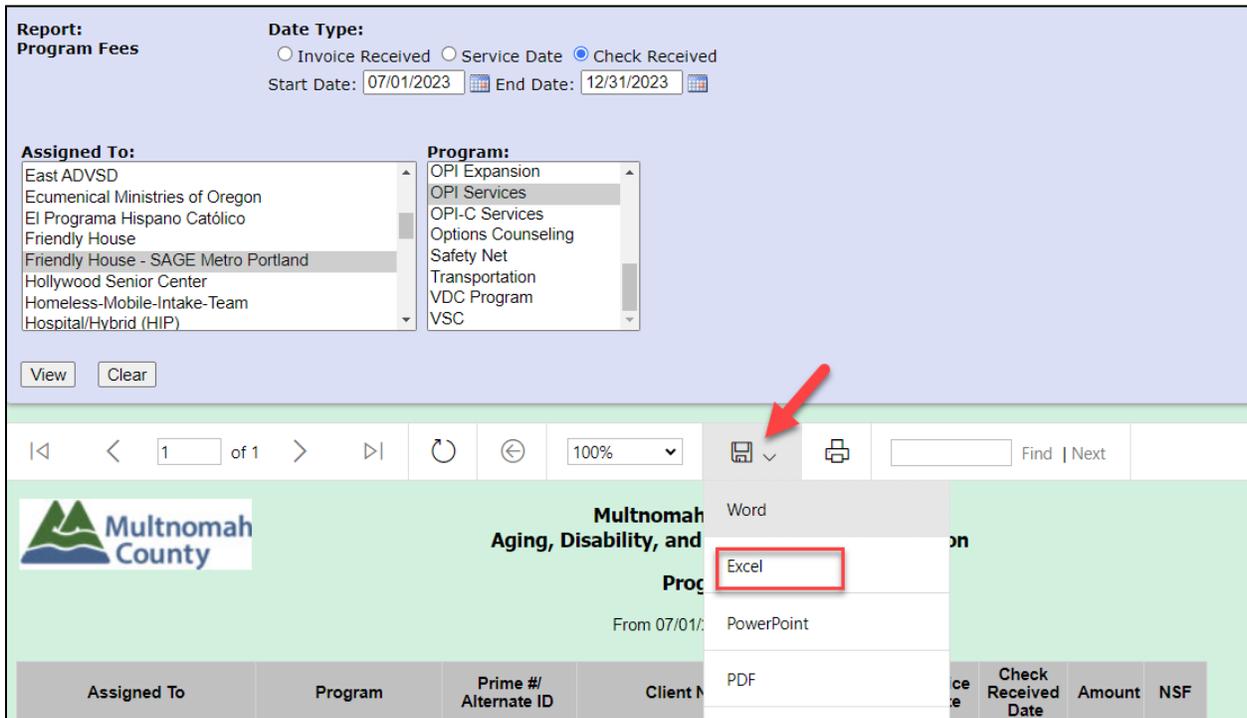
Step 2. Select your organization

1. Assigned to: Your Organization
2. Program: OPI Services

Assigned To	Program	Prime # Alternate ID	Client Name	Invoice Received Date	Service Date	Check Received Date	Amount	NSF
Friendly House - SAGE Metro Portland	OPI Services				10/26/23	11/13/23	\$25.00	
Friendly House - SAGE Metro Portland	OPI Services				10/31/23	11/13/23	\$25.00	

Step 3. Export

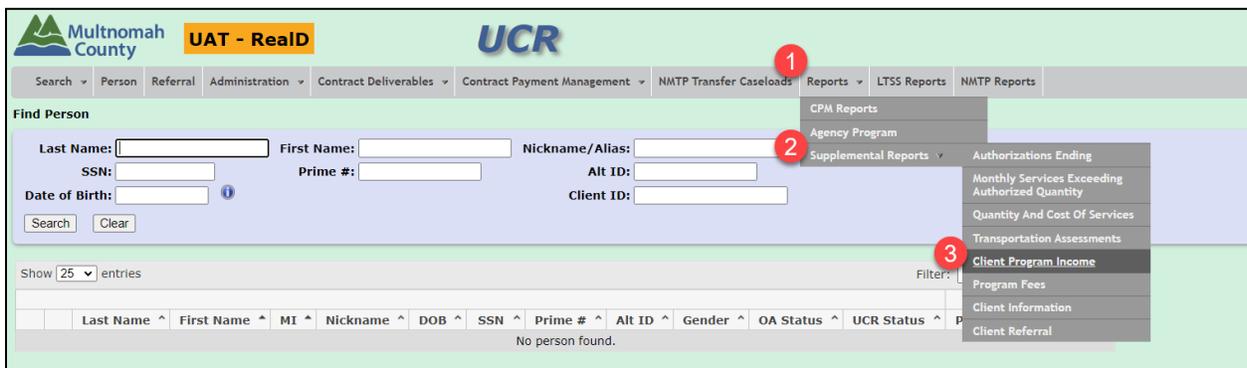
- Select Excel from the  drop down menu



UCR - Client Program Fee

(OPI Co-Pays Received)

1. Reports Tab
2. Supplemental Reports
3. Client Program Income



Enter information for each field

1. Assigned to: Select Your Agency
2. Program: OPI Services
3. Provider: Select All
4. Service Category Group Types: In-Home Services
5. Service Category: Select All

The screenshot shows the 'Client Program Income' report interface. At the top, there are filter fields: 'Assigned To' (Hollywood Senior Center), 'Program' (OPI Services), 'Provider' (All 63 selected!), 'Date Type' (Date Received), 'Start Date' (07/01/2023), 'End Date' (12/31/2023), and 'Fee Type' (Homecare Worker). Below these are 'Service Category Group Types' (In-Home Services) and 'Service Category' (All 19 selected!). A 'View' button is highlighted with a red arrow. The main content area displays the Multnomah County logo and the report title 'Client Program Income' for the period 'From 07/01/2023 To 12/31/2023'. A table with 11 columns (Assigned To, Program, Provider, Prime / Alt, Name, Type, Service Category, Service Mo/Yr, Date Received, Amount, NSF) contains three rows of data.

Assigned To	Program	Provider	Prime / Alt	Name	Type	Service Category	Service Mo/Yr	Date Received	Amount	NSF
Hollywood Senior Center	OPI Services	Oregon Home Care Worker Program			Homecare Worker	Home Care Worker Services	07/2023	08/03/2023	\$100.27	
Hollywood Senior Center	OPI Services	Oregon Home Care Worker Program			Homecare Worker	Home Care Worker Services	07/2023	08/04/2023	\$17.92	
Hollywood Senior Center	OPI Services	Oregon Home Care Worker Program			Homecare Worker	Home Care Worker Services	07/2023	09/15/2023	\$100.27	

Export to Excel

- Select Excel from the  drop down menu

This screenshot is identical to the one above, but with the export menu open. A red arrow points to the 'Excel' option in the dropdown menu, which is also highlighted with a red box. The menu also includes options for Word, PowerPoint, and PDF.