

## Viewing Quality Services Offered by Status Job Aid

Commissioning Organisations are able to use the Participation Management process to view the Quality Services that have been offered to or withdrawn / cancelled from the Service Providers, as well as Quality Services accepted or rejected by Service Providers. This job aid outlines the steps required to filter and view Quality Services by status.

This job aid is aimed at Commissioning Organisations with the role of 'Commissioning Management'.

**Note: The data that appears in this job aid is for training purposes only and does not represent actual data.**

### Viewing an Offered Quality Service

1. From the CQRS Home screen, select the **Participation Management** tab and then select the **Offered Services** sub-tab.

Services	Date Offered
<a href="#">Alcohol Risk Reduction 2016/17</a>	20/03/2017
<a href="#">Dementia Data Extract 2016/17</a>	20/03/2017
<a href="#">Friends and Family Test 201516</a>	17/03/2017
<a href="#">HPV Booster vaccination</a>	20/03/2017
<a href="#">Pertussis in pregnant women 2016/17</a>	20/03/2017
<a href="#">Quality and Outcomes Framework 2016/17</a>	20/03/2017

**NOTE:** Quality Services offered in the chosen financial year display by default. Using the **Financial Year** dropdown, you can filter these by financial year.

2. At this level it is not possible to view which Service Providers have been offered a Quality Service. This can only be achieved by drilling down into individual services. To do this, select the **Services** link of the Quality Service you wish to view.

Services	Date Offered
<a href="#">Alcohol Risk Reduction 2016/17</a>	20/03/2017
<a href="#">Dementia Data Extract 2016/17</a>	20/03/2017

- In the Associated Service Providers panel, you can see which Service Providers have been offered the Quality Service.

Available Services
Offered Services ?

**Alcohol Risk Reduction 2016/17** [« Back to Offered Services](#)

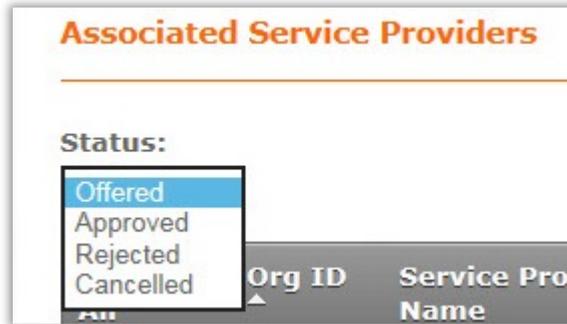
**Associated Service Providers**

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**Status:**  
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Select All	Org ID	Service Provider Name	Parent Organisation	Start Date	End Date	Response Date
<input type="checkbox"/>	B04BBB	<a href="#">SvcProviderB04</a>	CommOrg04	01/04/2016	31/03/2017	16/03/2017
<input type="checkbox"/>	C04CCC	<a href="#">SvcProviderC04</a>	CommOrg04	01/04/2016	31/03/2017	16/03/2017
<input type="checkbox"/>	D04DDD	<a href="#">SvcProviderD04</a>	CommOrg04	01/04/2016	31/03/2017	16/03/2017
<input type="checkbox"/>	E04EEE	<a href="#">SvcProviderE04</a>	CommOrg04	01/04/2016	31/03/2017	16/03/2017
<input type="checkbox"/>	M04MM M	<a href="#">SvcProviderM04</a>	CommOrg04	01/04/2016	31/03/2017	16/03/2017
<input type="checkbox"/>	N04NNN	<a href="#">SvcProviderN04</a>	CommOrg04	01/04/2016	31/03/2017	16/03/2017

4. The **Status** dropdown allows you to filter the list of Quality Service offers by:
- **Offered** – Sent to the Service Provider by not yet Accepted or Rejected
  - **Approved** – Accepted by the Service Provider and automatically placed in the status of Approved
  - **Rejected** – The Service Provider has rejected the Quality Service Offer.
  - **Cancelled** – Both Cancelled and Withdrawn offers will appear in this list.

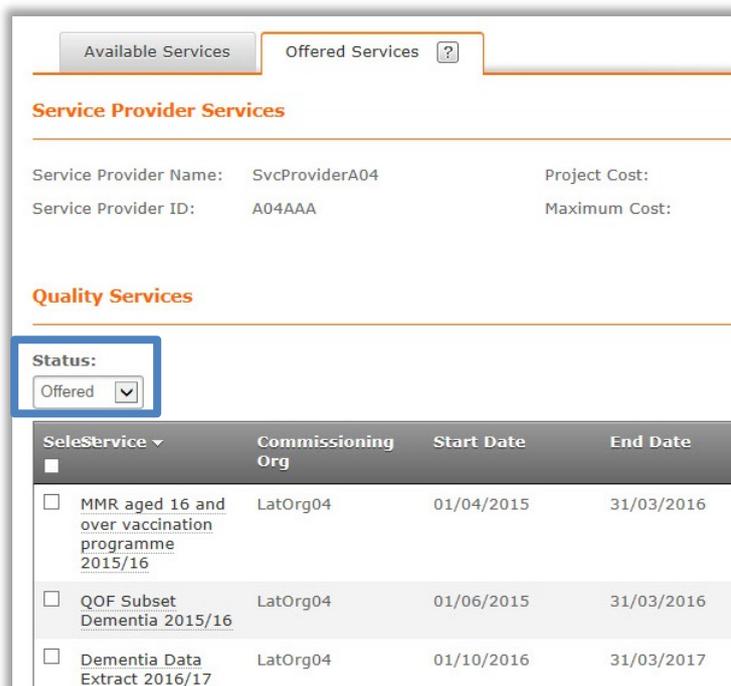


## Viewing Quality Services in which a Specific Service Provider is Participating

1. From the Offered Service detail screen, you can drill down to review all Quality Services in which a specific Service Provider has been offered.
2. Select the **Service Provider Name** link to view the details.

Select	Org ID	Service Provider Name	Parent Organisation	Start Date
All				
<input type="checkbox"/>	A04AAA	SvcProviderA04	CommOrg04	01/04/2016
<input type="checkbox"/>	F04FFF	SvcProviderF04	CommOrg04	01/04/2016
<input type="checkbox"/>	G04GGG	SvcProviderG04	CommOrg04	01/04/2016

3. All Quality Services offered to the Service Provider display.



Available Services | Offered Services ?

### Service Provider Services

Service Provider Name: SvcProviderA04      Project Cost:  
 Service Provider ID: A04AAA      Maximum Cost:

### Quality Services

Status: Offered ▼

SeleService ▼	Commissioning Org	Start Date	End Date
<input type="checkbox"/> MMR aged 16 and over vaccination programme 2015/16	LatOrg04	01/04/2015	31/03/2016
<input type="checkbox"/> QOF Subset Dementia 2015/16	LatOrg04	01/06/2015	31/03/2016
<input type="checkbox"/> Dementia Data Extract 2016/17	LatOrg04	01/10/2016	31/03/2017

**NOTE:** As with the Quality Service detail screen, the **Status** dropdown allows you to filter the Quality Services in which this Service Provider has been offered:

- **Offered** – Sent to the Service Provider by not yet Accepted or Rejected.
- **Approved** – Accepted by the Service Provider and automatically placed in the status of Approved.
- **Rejected** – The Service Provider has rejected the Quality Service Offer.
- **Cancelled** – Both Cancelled and Withdrawn offers will appear in this list.