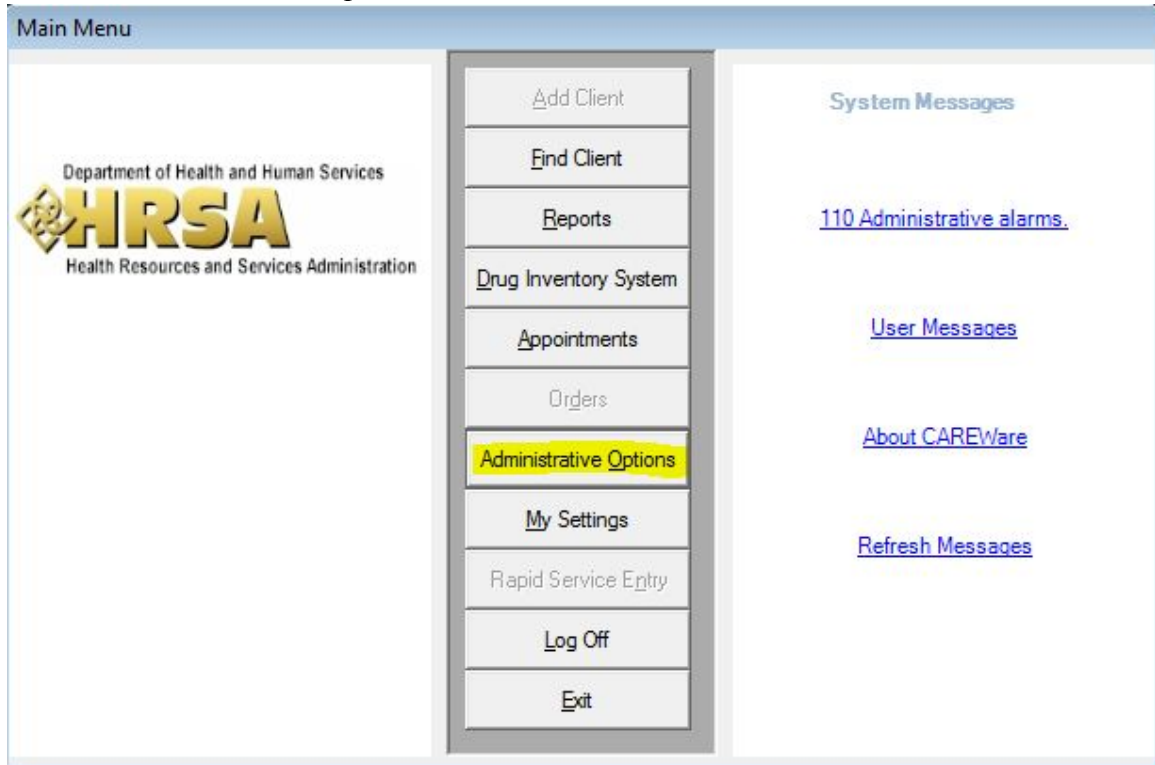
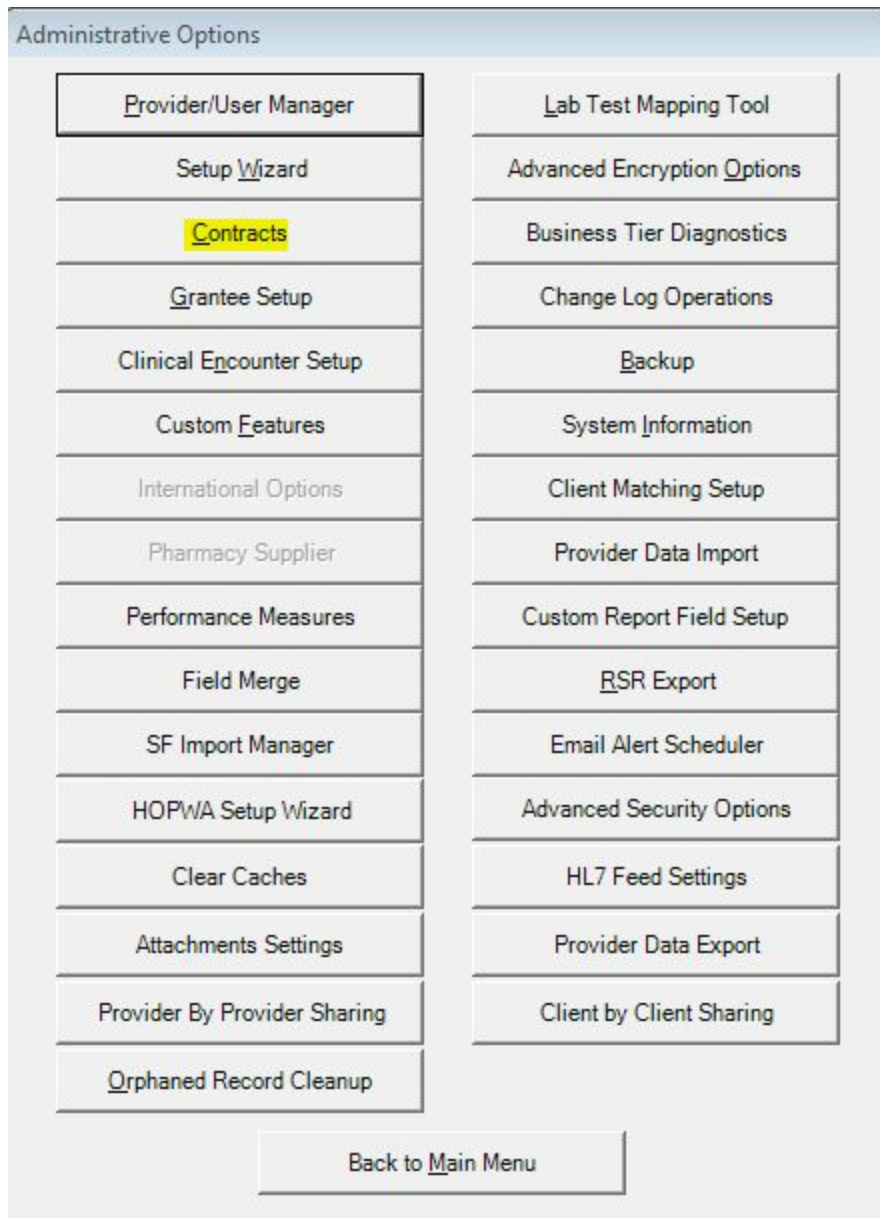


Starting with build 851, a new feature has been added to allow users to create custom service categories.

1. Log into the Central Administration domain
2. Click *Administrative Options*



3. Click *Contracts*



4. Click *Manager Subservices*

Service Contracts

Provider:  **Manage Subservices**

Name:	Start Date:	Stop Date:	Funding:	Central ?:
2015 Contract	3/1/2015	2/29/2016	Multiple Fu...	Yes
First Contract	1/1/2012	12/31/2015	Part A	Yes
Holistic Care	5/4/2014	5/5/2015	Multiple Fu...	Yes
HOPWA 2			HOPWA_8...	Yes
test			Part B	No
tester 2013	1/1/2013	12/31/2013	Multiple Fu...	Yes
tester 2014	1/1/2014	12/31/2014	Multiple Fu...	Yes
Tester 754	1/1/2013	12/31/2013	Multiple Fu...	No
HOPWA			HOPWA	No

5. Click Custom Service Categories

Subservice Manager

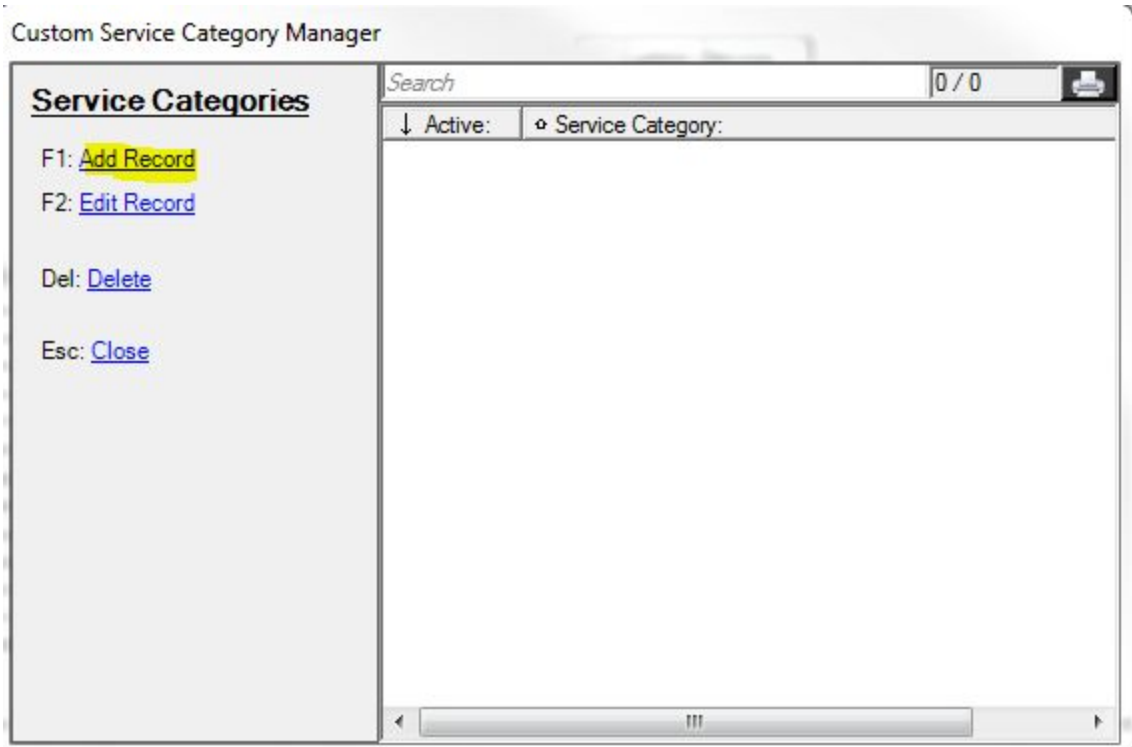
**Custom Service Categories**

Subservices

Category:  Short Name:  Long Name:

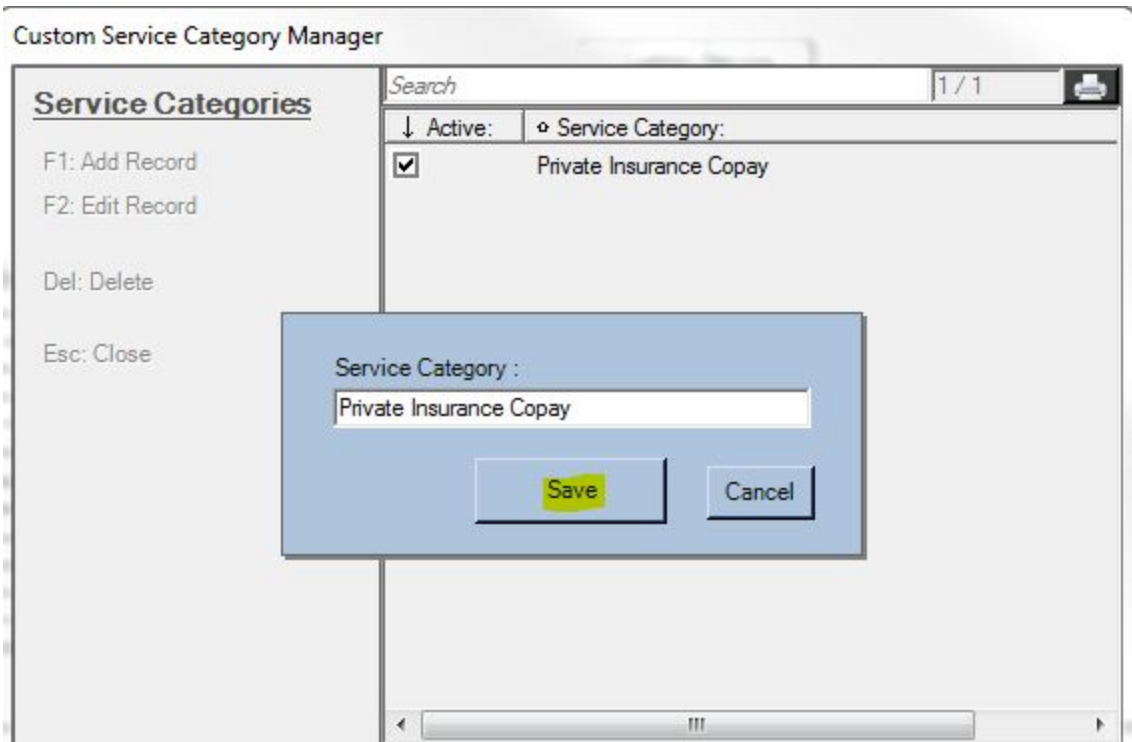
Category:	ShortName:	Long Name:	Under Cont...
Buddy/Com...	Buddies	Buddy/Co...	Yes
Case Manag...	Case Mana...	Case Mana...	Yes
Case Manag...	Non MCM	Non MCM	Yes
Case Manag...	Nurse Visit	Nurse Visit	Yes
Child Care S...	Child Care ...	Child Care ...	Yes
Client Advoc...	Advocacy	General Cli...	Yes
Client Advoc...	Applying te...	Applying te...	Yes
Client Advoc...	Jail advoca...	Jail advoca...	Yes
Client Advoc...	Legal advo...	Legal advo...	Yes
Early Interve...	Early Interv...	Early Interv...	Yes
Emergency ...	Emergency...	Emergency...	Yes
Emergency ...	Financial A...	Financial A...	Yes
Emergency ...	Utility assist...	Utility assist...	Yes

6. Click *Add Record*



7. Enter the *Service Category* name

8. Click *Save*



The permission, *Manage Custom Service Categories*, is granted in the Central Administration domain. Granting this permission turns on this feature.

1. Click *Administrative Options*
2. Click *Provider/User Manager*
3. Expand *Central Administration's Users and Permissions*
4. Expand *Users*
5. Expand the user account
6. Click *Individual Permissions*
7. Right click *Manage Custom Service Categories*
8. Click *Grant*
9. Click *Save*

