

## Base Date Synchronization Case Studies

Purpose: To illustrate the need to review base dates, cert dates and term dates for participants with synchronized base dates to ensure participants are scheduled appropriately to coincide with other family members appointments.

1a. What impact will the following schedule have on future appointments for this family?

Date of Service	Participant	Visit Type	Current Base Day	Cert Date	Term Date	First Day to Use	Last Day to Use	Months provided
1/14/2015	mom s	pregnant cert	14	1/14/15	7/29/15	1/14	3/14	2 months
1/14/2015	child m	follow-up	17	6/09/14	6/09/15	1/17	4/17	3 months
1/14/2015	child a	child cert	14	1/14/15	1/14/16	1/14	4/14	3 months

1b. Using the information from above, complete the chart with next base day, first and last day to use dates for FI's and how many months were provided.

Date of Service	Participant	Visit Type	Current Base Day	Term Date	Next Base Day	First Day to Use	Last Day to Use	Months of FI's provided?
3/14/2015	mom s	nutrition ed	14	7/29/15	14	3/14	6/14	3 months
4/14/2015	child m	nutrition ed	17	6/09/15	17	4/17	6/09	1 month & ~3 weeks
4/14/2015	child a	nutrition ed	14	1/14/16	14	4/14	7/14	3 months

What action, if any, could have been taken to ensure appointments are coordinated with other members in the family and unnecessary trips to the clinic are minimized?

2a. What impact will the following schedule have on future appointments for this family?

Date of Service	Participant	Visit Type	Current Base Day	Cert Date	Term Date	First Day to Use	Last Day to Use	Months of FI's provided?
1/12/2015	infant a	infant cert	12	1/12/15	1/08/16	1/12	4/12	3 months
1/12/2015	child d	child cert	12	1/12/15	1/12/16	1/12	4/12	3 months
1/13/2015	child c	child cert	13	1/13/15	1/03/16	1/13	4/12	3 months
1/13/2015	mom b	postpartum cert	13	1/13/15	7/08/15	1/13	4/12	3 months

2b. Using the information from above, complete the chart with next base day, first and last day to use dates for FI's and how many months were provided.

Date of Service	Participant	Visit Type	Current Base Day	Term Date	Next Base Day	First Day to Use	Last Day to Use	Months of FI's provided?
4/12/2015	infant a	nutrition ed	12	1/08/16	12	4/12	7/12	3 months
4/12/2015	child d	nutrition ed	12	1/12/16	12	4/12	7/12	3 months
4/12/2015	child c	nutrition ed	12	1/03/16	12	4/12	7/12	3 months
4/12/2015	mom b	nutrition ed	12	7/08/15	12	4/12	7/08	3 months

What action, if any, could have been taken to ensure appointments are coordinated with other members in the family and unnecessary trips to the clinic are minimized?

3a. What impact will the following schedule have on future appointments for this family?

Date of Service	Participant	Visit Type	Current Base Day	Cert Date	Term Date	First Day to Use	Last Day to Use	Months provided
1/14/2015	child m	follow-up	16	4/16/14	4/16/15	1/16	4/16	3
1/14/2015	child s	child cert	22	1/22/15	1/22/16	1/22	4/22	3
1/14/2015	infant j	follow-up	23	5/12/14	5/07/15	12/23	2/23	~2 weeks & 1 month

3b. Using the information from above, complete the chart with next base day, first and last day to use dates for FI's and how many months were provided.

Date of Service	Participant	Visit Type	Current Base Day	Term Date	Next Base Day	First Day to Use	Last Day to Use	Months provided
4/16/2015	child m	cert	16	4/16/16	22	4/16	7/22	~1 week & 2 months
4/16/2015	child s	education	22	1/22/16	22	4/22	7/22	3 months
2/23/2015	infant j	nutrition ed	23	5/07/15	23	2/23	5/07	~2 weeks & 2 months

What action, if any, could have been taken to ensure appointments are coordinated with other members in the family and unnecessary trips to the clinic are minimized?

4a. What impact will the following schedule have on future appointments for this family?

Date of Service	Participant	Visit Type	Current Base Day	Cert Date	Term Date	First Day to Use	Last Day to Use	Months provided
1/23/2015	child v	child cert	9	1/23/15	1/23/16	1/23/15	4/09/15	3
1/23/2015	mom r	follow-up	9	1/09/15	9/29/15	1/09/15	4/09/15	3

4b. Using the information from above, complete the chart with next base day, first and last day to use dates for FI's and how many months were provided.

Child v was in a group with his mother in the above chart, at this visit his custody has changed and is now grouped in a different WBG with his dad as HOH and other participating siblings.

Date of Service	Participant	Visit Type	Current Base Day	Term Date	Next Base Day	First Day to Use	Last Day to Use	Months provided
4/16/2015	child v	education	9	1/23/16	24	4/09/15	7/24/15	~2 weeks & 2 months
4/16/2015	child d	follow-up	24	8/10/15	24	4/24/15	7/24/15	3 months

What action, if any, could have been taken to ensure appointments are coordinated with other members in the family and unnecessary trips to the clinic are minimized?