Partner Portal - Printing a Care Plan Agreement

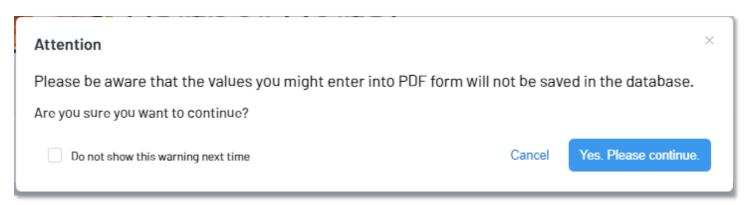
The Partner Portal has functionality to generate a PDF of a Site's Care Plan Agreement (CPA) to be printed/emailed as needed. There are multiple areas in the portal where these can be generated as indicated by the printer icon:



From the Sites list, you can locate the Site associated to the CPA you want to generate and click the printer icon:



Once selected, a warning will display indicating that changes to the PDF will not be saved into the database. This is to ensure that all changes are submitted via a Change Request and the PDF is just a view of the information on the Site. You can click *Yes, Please continue* to proceed.



Note: Check the Do not show this warning next time box to dismiss this message permanently.

The PDF will generate in a new tab and can be saved or printed using the icons in the top right corner of the screen

