1. Select child
2. Click “Health”
3. Click“Add Events”
4. Select Lead or Hemoglobin (could us “add multiple events” option
5. Event Date: date of the screen
6. Status: select the correct screening result
7. Event Notes: time stamp and add any health notes\
8. Click save
* Be sure to add documentation under the attachment tab
* If needed, complete any “add action” steps for rescreen attempts, follow-up information, referral information,