Referral From the Community Queue 

|  |  |  |
| --- | --- | --- |
| **Referrals: Community Queue** | | |
| 1. Go to Referrals   *A blue background with white text  Description automatically generated with low confidence*   1. Click on the *Community Queue*   A picture containing text, font, screenshot, white  Description automatically generated   1. Click on the applicable queue. Make selections using the Community Queue filters.   A screenshot of a computer  Description automatically generated with medium confidence   1. Identify the client that will be referred to a program. | 1. Click to edit the referral.      1. Scroll down to the *Reassign* section.   A screenshot of a computer  Description automatically generated with low confidence   1. Reassign the referral to the designated program. 2. A screenshot of a computer     Description automatically generated with medium confidence | 1. Select Unit Opening   A screenshot of a computer  Description automatically generated with medium confidence   1. Click *Save Changes* |