

OAGP Repayment Plan Report



Knowledge Base Article

OAGP Repayment Plan Report

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OAGP Repayment Plan Report

Overview

This article describes how to run the **Ohio Adoption Grant Program (OAGP) Repayment Plan** Report within the Ohio SACWIS system.

Two different reports can be run for OAGP. One is a statewide report titled ODJFS Specific and the other report is titled Person Specific. This article will review how to run both reports.

Navigating to the OAGP Repayment Plan Reports

Follow the steps below to run the **OAGP Repayment Plan** reports which displays all of the repayment plans for the Ohio Adoption Grant Program.

1. On the Ohio SACWIS **Home** page, click the **Administration** tab.
2. Click the **Reports** tab. The **Report Search Criteria** screen appears.
3. Select **Fiscal** from the **Report Category** dropdown list.
4. Select **State** from the **Report Type** dropdown list.
5. Click the **Filter** button.
6. Click the **OAGP Repayment Plan Report**, link.

Report Filter Criteria

Report Category: Report Type:

Filter

Reports

Result(s) 1 to 12 of 12 / Page 1 of 1

	Title	Category	Type
	OAGP Repayment Plan Report	Fiscal	State

The **Report Details** screen appears.

OAGP Repayment Plan Report

1. Click the **Generate Report** button.

The screenshot shows a web interface for generating a report. At the top, there is a 'Report Details' section with the following information: Report Category: FISCAL, Report Title: OAGP Repayment Plan Report, and Report Type: STATE. Below this is a 'Report History' section with a table that has columns for ID, Date Created, Employee ID, and Name. At the bottom is a 'Document History' section containing a 'Generate Report' button, which is highlighted with a red box.

2. The **Agency** field pre-populates to **Ohio Department of Job and Family Services**. This cannot be changed.

Note: If the worker wants to run a report showing all **OAGP Repayment Plans** for all counties, click **Generate Report**. This is titled **ODJFS Specific** on the Excel report.

Alternatively, if the worker wants to generate a person-specific **OAGP Repayment Plan** they may complete a Person Search. This is titled **Person Specific** on the Excel report.

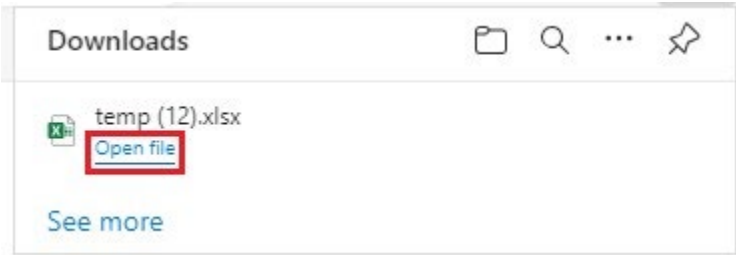
3. Click the **Person Search** button to add an individual, OR
4. In the **Provider ID** section, enter the appropriate number in the **Provider ID** field.
5. Click the **Generate Report** button.

The screenshot shows the 'OAGP Repayment Plan Report' interface. It features a dropdown menu for 'Agency' set to 'Ohio Department of Job and Family Services'. Below this is a 'Person Search' button and a 'Person ID' input field. At the bottom, there are two buttons: 'Generate Report' (highlighted with a red box) and 'Cancel'.

A **File Download** screen appears asking if you want to open or save the report.

OAGP Repayment Plan Report

1. Click the **Open** File link.



As shown in these examples, the reports appear displaying all the details for the **OAGP Repayment Plan Reports**.

Example 1 – ODJFS Specific Report

<u>ODJFS Specific:</u>			
OAGP Repayment Plan Report			
Ohio Department of Job and Family Services			
Run Date: 12/14/2023			
No Data Available			

Example 2 – Person Specific Report

<u>Person Specific:</u>			
OAGP Repayment Plan Report			
Ohio Department of Job and Family Services			
Person:			
Run Date: 12/14/2023			
No Data Available			

OAGP Repayment Plan Report

2. If needed, **Save** the report.



Test, Worker / [Log off](#)
Test County Children Services Board
UAT,1 / [4.31.0i](#)
Last Login:



[If New Window Does not Open in a few seconds - Click here to open report](#)

Report Rpt614 has successfully run and the results displayed in a separate EXCEL window.

If you would like this report saved in the Report History, click the Save Button



If you need additional information or assistance, please contact the OFC Automated Systems Help Desk at sacwis_help_desk@childrenandyouth.ohio.gov .