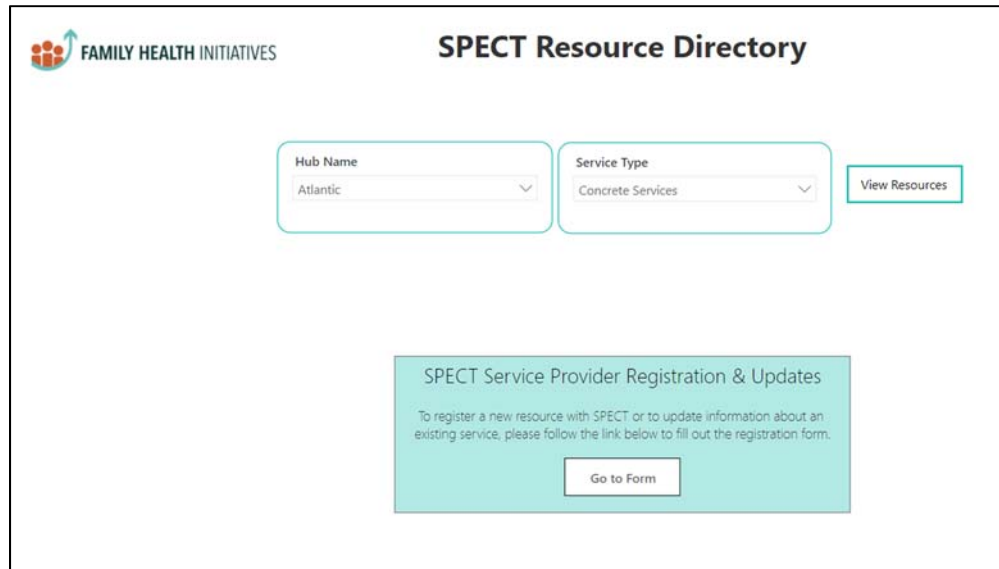


Navigating the Resource Report

The Resource Report is available in SPECT under the “Reports” heading. From the main page, you can either 1) search for resources currently registered in SPECT or 2) follow the link to a web form to update information for an existing resource or register a new resource. At any time, you can use the back buttons in the top left corner to return to the previous page.



The screenshot shows the 'SPECT Resource Directory' page. At the top left is the 'FAMILY HEALTH INITIATIVES' logo. The main heading is 'SPECT Resource Directory'. Below this, there are two dropdown menus: 'Hub Name' with 'Atlantic' selected, and 'Service Type' with 'Concrete Services' selected. To the right of these menus is a 'View Resources' button. Below the search filters is a teal box titled 'SPECT Service Provider Registration & Updates' containing text: 'To register a new resource with SPECT or to update information about an existing service, please follow the link below to fill out the registration form.' and a 'Go to Form' button.

1. Search for resources

To search for currently registered resources, select a Hub Name and a Service Type category from the dropdown menus. Click “View Resources”.



This is an identical screenshot of the 'SPECT Resource Directory' search interface as shown above, with the 'Hub Name' set to 'Atlantic' and 'Service Type' set to 'Concrete Services'.

This will take you to a new page with a table listing all resources that are registered under the selected Hub Name and Service Type.

Resource List

Select or search for a service program.

Type of Service

Search

All

Filter by provider or city.

Service Provider

All

City

All

Type of Service	Service Provider	Address 1	Address 2	City	County
Transportation	Logisticare				Atlantic
Housing Assistance	Atlantic Co. Housing and Emergency Assist.	1333 Atlantic Ave.		Atlantic City	Atlantic
Housing Assistance	AC Rescue Mission	2009 Bacharach Blvd.		Atlantic City	Atlantic
Housing Assistance	AC Housing Authority	227 N. Vermont Ave.		Atlantic City	Atlantic
Housing Assistance	Covenant House	929 Atlantic Ave.		Atlantic City	Atlantic

To see more information about a resource, select the service in the table and click "See more details".

This table can be further filtered by using the search bar and/or dropdown menus along the left of the screen. At any time, the "Clear All Selections" button can be used to reset the filters applied on this page.

To see additional details, select the row of the resource of interest. Two buttons will activate at the bottom right of the screen.

Type of Service	Service Provider	Address 1	Address 2	City	County
Transportation	Logisticare				Atlantic
Housing Assistance	Atlantic Co. Housing and Emergency Assist.	1333 Atlantic Ave.		Atlantic City	Atlantic
Housing Assistance	AC Rescue Mission	2009 Bacharach Blvd.		Atlantic City	Atlantic
Housing Assistance	AC Housing Authority	227 N. Vermont Ave.		Atlantic City	Atlantic
Housing Assistance	Covenant House	929 Atlantic Ave.		Atlantic City	Atlantic

The first button, "See all services at this location" will take you to a new table listing all resources available at the selected street address.

**Services Available at
1333 Atlantic Ave.**

Service Provider	Type of Service	Address 1	Address 2	City	Contact Name	Phone
TANF and EA	Basic Needs/General	1333 Atlantic Ave.		Atlantic City		609-343-2374
SNAP-Ed	SNAP-Ed	1333 Atlantic Ave.		Atlantic City		609-343-2374
SNAP -Ed	SNAP-Ed	1333 Atlantic Ave.		Atlantic City		609-343-2374
SNAP (Food Stamps)	Basic Needs/General	1333 Atlantic Ave.		Atlantic City		609-343-2374
One Stop Career Center	Basic Needs/General	1333 Atlantic Ave.		Atlantic City		609-343-2374
Medicaid	Basic Needs/General	1333 Atlantic Ave.		Atlantic City		609-343-2374
Atlantic Co. Housing and Emergency Assist.	Housing Assistance	1333 Atlantic Ave.		Atlantic City		609-348-3001

*Note that this page will only populate if the selected resource has an associated street address.

The second button, “See more details for this resource”, will take you to a page with additional information for the specific resource selected.

Atlantic Co. Housing and Emergency Assist.

Type of Service	Contact Name	Phone	Email	Address 1	Address 2	City	Zip Code	Web Address	Date Last Updated
Housing Assistance		609-348-3001		1333 Atlantic Ave.		Atlantic City	08401		

Description of Services

Hours of Operation

Eligibility Requirements

Notes

2. Submitting updates for an existing resource or registering a new resource

To submit changes to an existing resource or register a new resource in SPECT, select the button “Go To Form” from the main page.



This will take you to an online form where you can follow the prompts to fill out details related to the resource.

The form has a dark teal header with the title "SPECT Service Provider Registration & Updates" in white. Below the header, the section is titled "Your information" with a sub-instruction: "Please provide your contact information in case we have questions". There are three numbered steps: "1. Your name", "2. Your email address", and "3. Your program". Each step has a corresponding text input field with the placeholder text "Enter your answer". At the bottom of the form is a dark teal button with the text "Next" in white.

The responses to these forms will be updated regularly in SPECT, but please note that the changes will not appear immediately in the report.