The Virginia Learning Center

VIRGINIA DEPARTMENT OF
SOCIAL SERVICES

LTD Local Training and Development

How to run a Foster Care Report

- Click Administer
- Click System
- Click Reporting
- Click Reporting Console
- Type Listing in the Search Text and click Search
- Click Organization Listing
- Click Select
- Click Select Again
- Type Social Services External and click Search
- Click the box adjacent to Include sub-organizations
- Go to Layout and click the down arrow
- Click 3/14/23 LTD Foster Care List (local)
- Click Run Report