



Case: Demographics – YSP Job Aid

The *Demographics* screen allows users to document information on the household members' income, insurance, disability, eviction history and education.

Demographics

▼ Demographics

Member Name	Legal Sex	Birth Date	Relationship to HOH/Youth
Sally Sunset	Female	09/23/2003	Self (Youth)
Sally Sunshine	Female	05/04/1990	

Show entries First Previous 1 Next Last

Income Insurance Disability Eviction History Education

Add Income

Income Source	Income Amount	Frequency	Location	Start Date	End Date
Earned Income(i.e. employment income)	500.00	Bi-Weekly	Acme Library	1/1/2017	

Show entries First Previous 1 Next Last

Total Monthly Income \$

Delete

Navigation

- From the **Dashboard**: Locate the desired Case and click on the *Case ID* to bring the Case into focus.
 - Click on the **▼ Additional Information** tile. Then click on the **Demographics ▶** tile.



Screens

For more information...

For assistance, please contact the Allegheny County Service Desk at ServiceDesk@AlleghenyCounty.US or call 412-350-HELP (4357). Select Option 2 for the DHS Service Desk.

To access iService, go to: <https://servicedesk.alleghenycounty.us>

This and other Job Aids can be found at: <http://s3.amazonaws.com/dhs-application-support/index.htm> or <http://dhsassist.dhs.allegheny.local> for internal users.