

Reports: Claims: Summary Report for Sites Using Headcount



The Summary Report for Sites using Headcount is a summary of the date, roster, and all meals and snacks that were entered for the month. This includes all raw data.

The only selection on the Summary Report for Sites using Headcount is the month/year.

To run the report, make your selection and click the green “Run Report” button. A hyperlink will appear called “Download Report”. Click the hyperlink to download or view the report.

Date	Roster	Meal Type	Meal Count
07/02/2018	null	Breakfast	25
07/02/2018	null	Lunch	25
07/02/2018	null	PM Snack	25
07/03/2018	null	Breakfast	41
07/03/2018	null	Lunch	41
07/03/2018	null	PM Snack	41
07/04/2018	null	Breakfast	0
07/04/2018	null	Lunch	0
07/04/2018	null	PM Snack	0
07/05/2018	null	Breakfast	40
07/05/2018	null	Lunch	40
07/05/2018	null	PM Snack	40
07/06/2018	null	Breakfast	40
07/06/2018	null	Lunch	40
07/06/2018	null	PM Snack	40
07/09/2018	null	Breakfast	20
07/09/2018	null	Lunch	20
07/09/2018	null	PM Snack	20
07/10/2018	null	Breakfast	40
07/10/2018	null	Lunch	40
07/10/2018	null	PM Snack	40
07/11/2018	null	Breakfast	40