# Health - Allergy and Special Care List Without Contact Details

## Report Description

The Allergy & Special Care List displays all students with allergy/special care detail in the system.
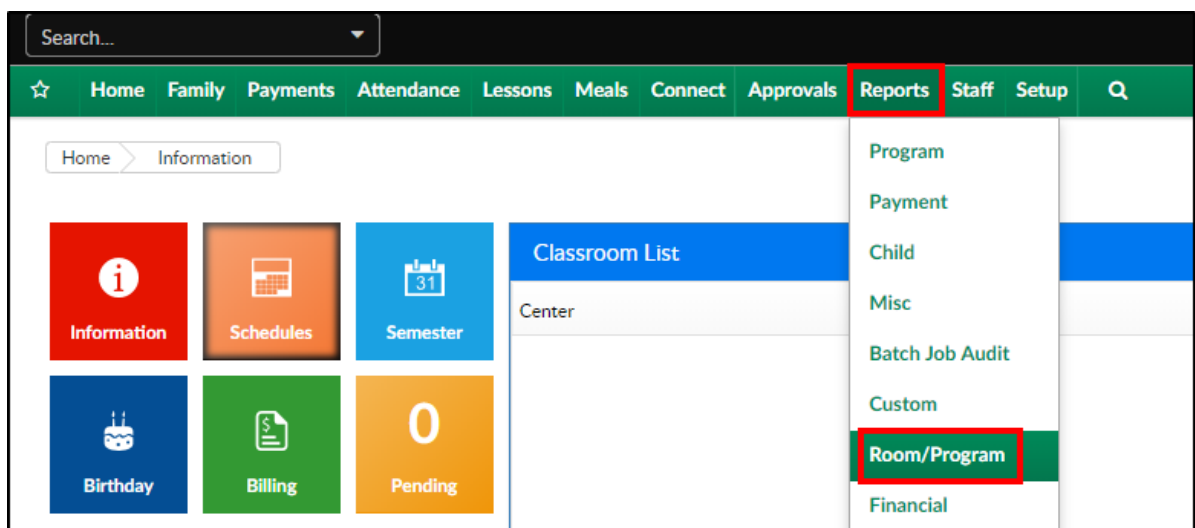
## Report Conditions

- N/A

## Sample Report

Click the report name to view a sample: Allergy And Special Care List Without Contact Details.pdf 📎

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## Accessing the Report
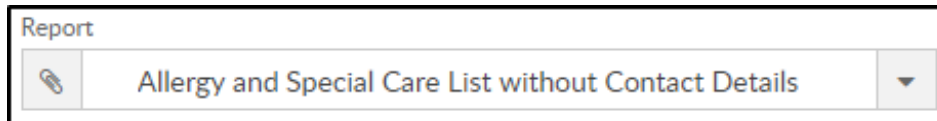
1. From the Reports menu, click Room/Program



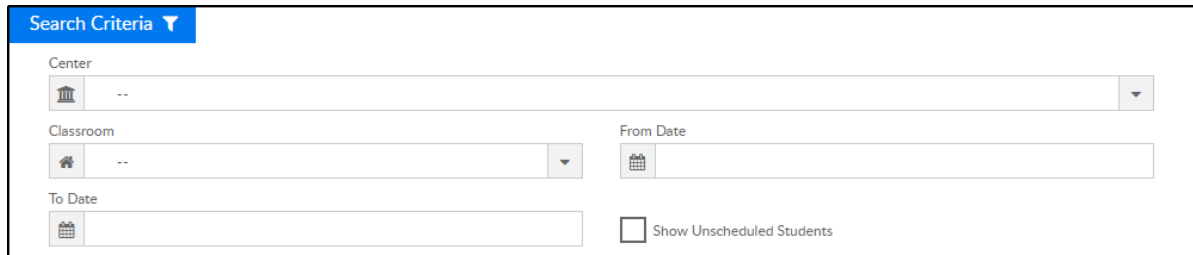2. From the Report Category drop-down, select Health



3. Choose Allergy and Special Care List without Contact Details from the

Report drop-down

| Report | |
| --- | --- |
| 🔗 | Allergy and Special Care List without Contact Details ▼ |

4. Use additional search criteria as needed

**Search Criteria** ▼

Center
🏛 --  ▼

Classroom
🏠 --  ▼

From Date
📅

To Date
📅

☐ Show Unscheduled Students

- Center - choose a center or leave blank to pull all centers
- Classroom - choose a classroom, if needed
- From Date - to view a specific date range, select a From Date
- To Date - to view a specific date range, select a To Date
- Show Unscheduled Students - to view all students, including ones without a schedule, select this option

5. Click Create Report
6. The report will download in PDF format

# Report Fields

- Child Name
- Classroom
- Child's Photo
- Allergy & Special Care Required