

## DELETING A GOAL

1. Using *ClientPoint*, find a client and click the name to pull up the **Client Profile** screen. (See Figure 1-67)

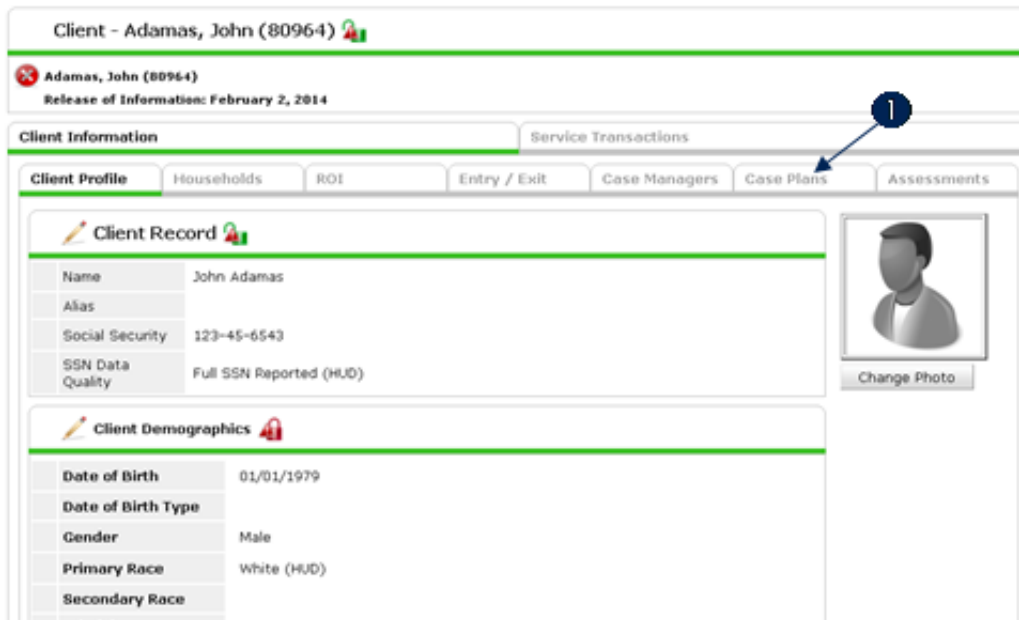


Figure 1-67

2. From the **Client Profile** screen, click the **Case Plans** link. (1) The screen will refresh and display a list of current goals. (See Figure 1-68)

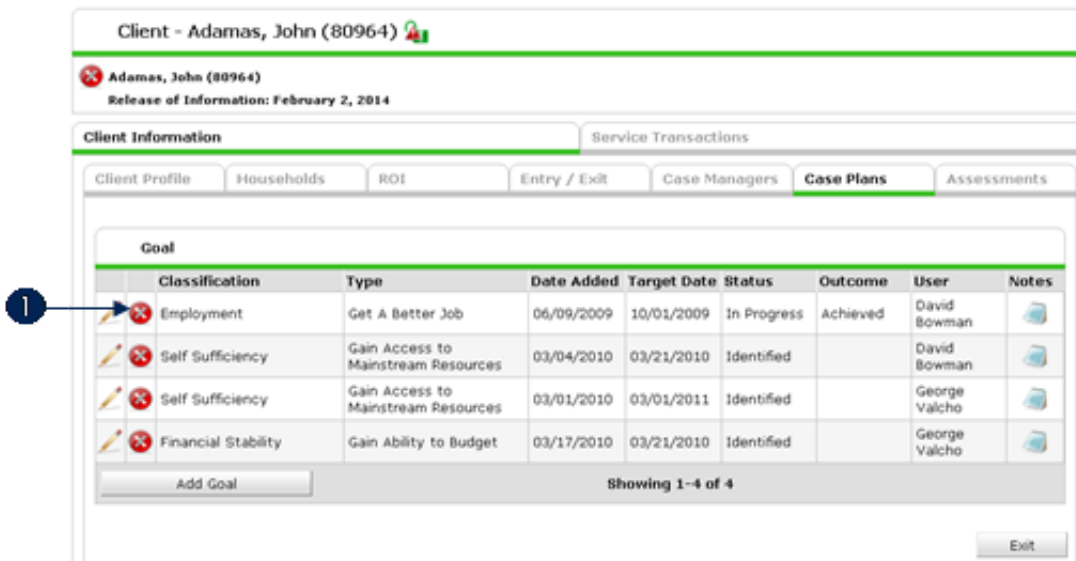
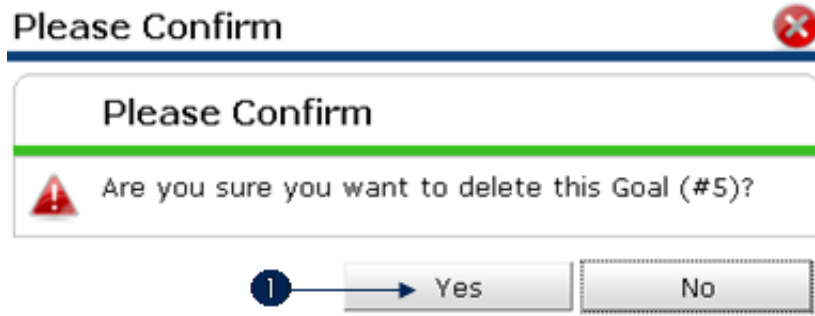


Figure 1-68

3. Click the **Red X icon** to the left of the goal title. A warning window will display asking the following, "Are you sure you want to delete this Goal?"



4. Click **Yes** to continue. **(1)** The screen will refresh and the goal will no longer be listed on the **Case Plans** screen.