



CodySoft® September 19th 2024 release notes

HPMS/CCM Module:

1. You will now be able to cancel an approval request as the Business Owner, Correspondence Owner, or Administrator.

csHPMS/CCM Pending Approval Action #9505-A

General Information

Action Title	Vanessa Corr Action	Internal Due Date	09/18/2024
Business Owner	Michelle Larson	External Response Required	<input checked="" type="radio"/> Yes <input type="radio"/> No
Comments/instructions	test		
Required Action	test		

09/20/2024

Save Approve Reject **Cancel** Back

2. A popup box will display to document the reason (optional) you are canceling the approval request.

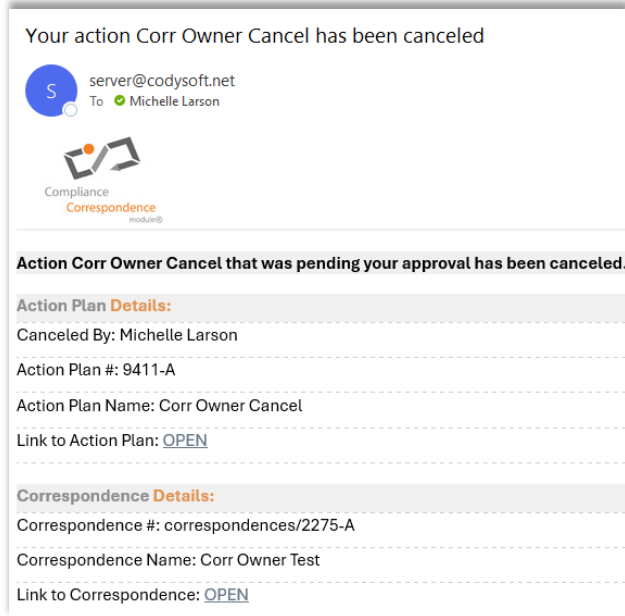
Cancel Action Approval

Specify the Reason (optional)

Type the reason here

Go Back Cancel Approval

- A notification email will be sent to the Approver indicating the approval request has been canceled.



- The approver tab within the Action Details will display a more detailed audit trail of an approval. With this table you can see:
 - Whose review is required
 - Their email address
 - The date the review was requested
 - The number of days that the request has been in review
 - The date it was completed (if applicable)
 - Any comments (if the request was canceled)
 - To review the individual comments, select the bubble and to review all of the comments select the arrow next to the column header “Comments”

Action Details						
Action Details Tasks Attachments Approvers						
Status	Name	Email	Review Requested	Days in Review	Review Complete	Comments
🔍	Michelle Larson	mlarson@codyconsulting.com	09-18-2024 03:03:20 PM	0		
🕒	Michelle Larson	mlarson@codyconsulting.com	09-18-2024 02:59:18 PM	0	09-18-2024 03:01:59 PM	
🕒	Vanessa Williams	vwilliams@codyconsulting.com	09-18-2024 02:41:12 PM	0	09-18-2024 02:41:35 PM	🗨️
🔍	Michelle Larson	mlarson@codyconsulting.com	09-18-2024 02:41:12 PM	0		
🕒	Vanessa Williams	vwilliams@codyconsulting.com	09-18-2024 02:29:32 PM	0	09-18-2024 02:39:11 PM	🗨️
🔍	Michelle Larson	mlarson@codyconsulting.com	09-18-2024 02:29:32 PM	0		