Office of Refugee Resettlement Services for Survivors of Torture

Screen Library

Navigation: Click "ORR Forms"

Office of Ro	efugee Resettlement		
	Records Management Upload, review, and manage data	ORR Data Collection ORR-6 Schedules, annual reports, SOT forms, monitoring documents, Match Grant data Click Here	VIEW ORR Forms Summary-level data collection
	Unaccompanied Refugee Minors Create and manage records throughout the URM lifecycle Click Here	RADS Tableau Review interactive data visualization dashboards for further data analysis	including AHP and UHP impact analysis trackers

Navigation: Click "SOT"



Queue Actions:

New – Creates a new form

Edit – Edit an existing form

Review – Opens a read-only view of a form that has already been submitted

Save to Excel – Exports the current view to a spreadsheet and downloads it to your computer

Home SOT		Logout			
UTAH HEALTH AND HUMAN RIGHTS PROJECTS, SALT LAKE CITY					
Show 50 rows Save to Excel					
Fiscal Year	🗘 Status	Action			
Search Fiscal Year	Search Status	Search Action			
2023	NEW	New			
2022	SAVED	Edit			
2021	SUBMITTED	Review			
2020	ACCEPTED	Review			
2019	NEW	New			

New Form

Verify Current Information, Click Create Form. From now on, form status will be Saved, until submitted.

	al program data with the second semi-annual	Current Information	
explain or highlight key	project period. Please use the narrative report to program indicators and illustrate changes in	Form Status: NEW	
outcome indicators. See information here.	the Program Data Points User Guide for more	Recipient: Utah Health and Human Rights Projects, Salt Lake City	
		Grant Number: SOTUT8820	
Points of Contact: To u	ipdate/correct your agency's POC, please contact	OMB Number : 0970-0599	
RADSAdmin@gdit.com.		Expiration Date 02/28/2026 Reporting Period: 10/1/2022 - 9/30/2023	
		Cancel Create Form	
	SAVED	Edit	
	SUBMITTED	Review	
	ACCEPTED	Review	
	NEW	New	

Form Navigation

Link to Healtorture.org resources. Click **Show** to go to Program/Outcome Indicator navigation. **Review** is disabled until all indicators have been saved.

REFUGEE ARRIVALS DA	ATA SYSTEM (RADS)	
ne SOT		Logout sotU
Services for Survivors of To	orture	Form Information
Reporting	Form Status: SAVED	
Submit annual program data with the second semi project period. Please use the narrative report to ex indicators and illustrate changes in outcome indica	Recipient : Utah Health and Human Rights Projects, Salt Lake City	
User Guide for more information here.		Grant Number: SOTUT8820
Points of Contact To update/correct your agency's RADSAdmin@gdit.com.	s POC, please contact	OMB Number: 0970-0599 Expiration Date 02/28/2026
Program Indicators	<u>Show</u>	Reporting Period : 10/01/2022 - 09/30/2023
Outcome Indicators	<u>Show</u>	

Indicator Navigation

Back navigates to Form Overview/Navigation page

Numbers in Total show this indicator has been saved

Red X in Total shows this indicator has *not* been saved

Click Edit to go to directly to a given indicator

Review will become active once all Red X icons in entire form have been removed

7. Gender

💱 🐴 REFUGEE ARRIVALS DATA SYSTEM (RADS) Office of Refugee Resettlement Home SOT Logout | sotUt Services for Survivors of Torture Form Information Form Status: SAVED **Program Indicators** Recipient: Utah Health and 1a. Active Caseload: Client count during reporting period Edit Human Rights Projects, Salt Lake City 1b. Closed Caseload: Client count during reporting period Total: 🗙 🗖 Edit Grant Number: SOTUT8820 2. Age when first subjected to torture (Primary survivors **OMB Number**: 0970-0599 Total: X Edit only) **Expiration Date** 02/28/2026 3. Type of torture suffered (Primary survivors only) Total: X Edit Reporting Period: 10/01/2022 -09/30/2023 4. Reason for torture (Primary survivors only) Total: X Edit 5. Country where torture occurred (primary survivors Total: X Edit only) 6. Client goal(s) at intake Total: X Edit Edit

Total: 🗙

Navigating within indicators (Program and Outcome)

Cancel exits the indicator and returns to Indicator Navigation without saving

Save and Close saves the values entered for the indicator and returns to Indicator Navigation without saving

Save and Next saves the values and moves on to the next indicator

SOT	Logout
Services for Survivors of Torture	Form Information
1a. Active Caseload: Client count during reporting periodCancel Review	Form Status: SAVED Recipient: Utah Health and
New Primary	Human Rights Projects, Salt Lake City
New Secondary	Grant Number: SOTUT8820 OMB Number: 0970-0599
Continuing Primary	Expiration Date 02/28/2026 Reporting Period: 10/01/2022 -
Continuing Secondary	09/30/2023
0 Save and Close Save and Next	Data Point Total

Question type 1:

Standard Questions, with no custom fields.

Stands fields must have a count greater or equal to 0

Indica

t greater or equal to U	1a. Active Caseload: Client count during Cancel Review	Form Status: SAVED
ators:	reporting period Info New Primary	Recipient : Utah Health and Human Rights Projects, Salt Lake
	-	City
1a	0	Grant Number: SOTUT8820
1b	New Secondary	
2	0	OMB Number : 0970-0599
6	Continuing Primary	Expiration Date 02/28/2026
7	0	Reporting Period : 10/01/2022 -
9	Continuing Secondary	09/30/2023
10	0	Data Point Total
11	Save and Close Save and Next	0
12		
17		

REFUGEE ARRIVALS DATA SYSTEM (RADS)

Services for Survivors of Torture

Logout | sotUt

Form Information

Office of Refugee Resettlement

Home SOT

Question type 2:

Mix of Standard and custom fields

Custom fields **must** have both a name/description **and** a count greater than 0

After entering name and count, select Add / +

Any field with a count of 0 **must be deleted** before saving Indicators:

3	
4	
8	
15	
18	
19	

Sensory str	ess			
0				
Severe hum	iliation			
0				
Threats and	l psychological torture			
0				
Witnessing	torture of others			
0				
Wounding/	maiming			
0				
Other (Max 5)				
Please Spec	ify Sensory deprivation			
17			(+)	
	Save and Cl	ose Save and N	ext	
neral Help	Terms and Conditions	Privacy Policy	Vulnerability Disclosure Policy (VDP)	•

Question type 3:

All fields **must** have both a name/description **and** a count greater than 0

After selecting option name and count, select Add / +

Menu options removed as they are added to form and added back to menu as they are removed from the form

These values will be copied to the next year's form automatically

Any field with a count of 0 must be deleted before saving

Indicators:

5 13 14



Outcome Indicator Navigation

Select tool(s) used to gather data

Selecting **Other** requires a name/description

After selecting tools, select Save Tool Data

Numbers in Total show this indicator has been saved

Red X in Total shows this indicator has *not* been saved

Click Edit to go to directly to a given indicator

Review will become active once all Red X icons *in entire form* have been removed



Outcome Indicator



Submitting a form

Once complete, select **Review** from any page within the form

Review shows data validators

To print, use your browser's Print option

Select Back to return to edit view

Once reviewed, select Submit

Services for Survivors of Torture

Program Indicators	←Bac	k Review	
1a. Active Caseload: Client count during reporting period	Total: 0	Edit	← Back Submit
1b. Closed Caseload: Client count during reporting period	Total: 0	Edit	Points of Contact : To update/correct your agency's POC, please contact RADSAdmin@gdit.com.
2. Age when first subjected to torture (Primary survivors only)	Total: 0	Edit	roject period. Please use the narrative report to explain or Data Points User Guide for more information here.
			No. of

Data Point - Description	Indicators	No. of Clients Served	Data Validation Checks
	New Primary	0	Please double check your math when adding up
1a. Active Caseload:	New Secondary	0	all new and continuing clients in the line
Client count during	Continuing Primary	0	indicating the total active client count.
reporting period	Continuing Secondary	0	
	TOTAL	0	
	New Primary	0	Please double check your math when adding u
1b. Closed Caseload:	New Secondary	0	all new and continuing clients in the line
Client count during	Continuing Primary	0	indicating the total closed case count.
reporting period	Continuing Secondary	0	
	TOTAL	0	
	Under 5 years	0	Add the number of new primary and continuin
	5-17 years	0	primary clients from DP01a to get the total
	18-44 years	0	number of active primary survivors:
	45-64	0	01a. New primary: + 01a. Continuing
2. Age when first	65 and over	0	primary: =
subjected to torture	TOTAL	0	The total number of active primary survivors
(Primary survivors			should be <u>equal to</u> the total ages reported to
only)			the left. If this is not the case, please check you
-			entries for DP02