**146028: AHOBPR > Clinical Portal > Send Message > Email ONLY**



State:Draft

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Test Data:Unassigned Description:

# Summary

**Categories**

AHOBPR: Clinical Portal Test: Unassigned

# Formal Review

General Comments

**Manual Steps**

**Step 1**

**Execution Step**

Description

Log into the Clinical Portal Role(s): Registry Manager

Expected Results

Registrants > Registrant Search page displays

Comments Validates

Attachments

**Step 2**

**Execution Step**

Description

Click the Administration menu item

Expected Results

Administration > Users page is displayed

Comments

Validates Attachments

**Step 3**

**Execution Step**

Description

Click Send Message menu item

Expected Results

Administration > Send Messages (Step 1) page is displayed with the following: Selection Criteria – Step 1 of 2 section:

* Registrant Status - Checkbox
* Location - Checkbox
* Health Factors - Checkbox
* Subpopulation Flag - Checkbox
* Admin Flag - Checkbox
* Response to specific question – Checkbox
* Date of Birth - Checkbox
* Contact Preference - Checkbox
* Email – Checkbox
* Closest Facility - Checkbox
* State - Checkbox
* Health Concerns? Yes/No (Yes=any positive response to Q3.A-3.K) - Checkbox
* Request to be seen? Yes/No (Yes=any positive response to Q7.B) - Checkbox
* Deployment Country – Radio buttons
  + None
  + All Deployments
  + Deployments With Exposure Responses
* Date Range for Questionnaire – Radio buttons
  + None
  + Questionnaire Start Date
  + Questionnaire Completed Date
* Last Name - Checkbox
* Last 4 of SSN - Checkbox
* AHOBPR Evaluation - Checkbox

<Go to Step 2> button

<Clear> button

Comments Validates Attachments

**Step 4**

**Execution Step**

Description

Select Filters

Click <Clear> button

Expected Results

Filters Cleared

Comments

Validates Attachments

**Step 5**

**Execution Step**

Description

Select Filters

Click <Go to Step 2> button

Expected Results

Administration > Send Messages (Step 2) page is displayed with the following: Selection Criteria – Step 2 of 2 section:

* Filters selected in Step 1

<Find> button

<Clear> button

<Back to Step 1> button

Comments Validates

Attachments

**Step 6**

**Execution Step**

Description

Select Filters

Click <Clear> button

Expected Results

Filters Cleared

Comments Validates

Attachments

**Step 7**

**Execution Step**

Description

Select Filters

Click <Back to Step 1> button

Expected Results

Administration > Send Messages (Step 1) page is displayed

Comments Validates

Attachments

**Step 8**

**Execution Step**

Description

Click <Go to Step 2> button

Expected Results

Administration > Send Messages (Step 2) page is displayed

Comments Validates Attachments

**Step 9**

**Execution Step**

Description

Select Filters

Click <Find> button

Expected Results

Administration > Send Messages (Step 2) page is refreshed with the following: Report Results section:

* Total Number of Results Found: #
* Results table:
  + Select All – checkbox
  + ID
  + Registrant Name
  + Last 4 SSN
  + Date of Birth
  + Registrant Status
  + Questionnaire Completed Date
* Email/Notification – Dropdown
* <Send to All> button
* <Send to Selected> button

Comments Validates Attachments

**Step 10**

**Execution Step**

Description

Select a Message from Email/Notification dropdown: Email

**Click <Send to All> button**

Expected Results

Pop-up displays with: Send Successful!

<OK> button

Comments

Validates

Attachments

**Step 11**

**Execution Step**

Description

Click <OK> button

Expected Results

Popup disappears

Administration > Send Messages page is displayed

Comments Validates

Attachments

**Step 12**

**Execution Step**

Description

Verify Actions were recorded in Queue:

1. Click Admin Menu
2. Select Queue Monitor

Queue should contain 3 items for every registrant selected: 1) email 2) Admin Flag

Expected Results Comments Validates Attachments

**Step 13**

**Execution Step**

Description

Click Registrants menu item

Expected Results

Registrants > Registrant Search page displays

Comments Validates

Attachments

**Step 14**

**Execution Step**

Description

Enter Last Name for registrant sent message

Enter Last Four Digits of SSN for registrant sent message Click <Search> button

Expected Results

Registrants > Registrant Search page refreshes with Results Table

Comments Validates Attachments

**Step 15**

**Execution Step**

Description

Click <Select> button

Expected Results

Registrants > Registrant > Clinically Relevant Summary page displays

Comments

Validates Attachments

**Step 16**

**Execution Step**

Description

Click Admin Tracking menu item

Expected Results

Registrants > Registrant: LAST, FIRST > Admin Tracking page is displayed with

the Admin Flag:

“Message “Title” sent is displayed

Comments Validates

Attachments

**Step 17**

**Execution Step**

Description Check email

Expected Results Email recieved

Comments

Validates

Attachments

**Step 18**

**Execution Step**

Description

Click the Administration menu item

Expected Results

Administration > Users page is displayed

Comments Validates

Attachments

**Step 19**

**Execution Step**

Description

Click Send Message menu item

Expected Results

Administration > Send Messages (Step 1) page is displayed with the following:

Comments Validates Attachments

**Step 20**

**Execution Step**

Description

Select Filters

Click <Clear> button

Expected Results

Filters Cleared

Comments Validates

Attachments

**Step 21**

**Execution Step**

Description

Select Filters

Click <Go to Step 2> button

Expected Results

Administration > Send Messages (Step 2) page is displayed with the following:

Comments Validates Attachments

**Step 22**

**Execution Step**

Description

Select Filters

Click <Clear> button

Expected Results

Filters Cleared

Comments Validates

Attachments

**Step 23**

**Execution Step**

Description

Select Filters

Click <Back to Step 1> button

Expected Results

Administration > Send Messages (Step 1) page is displayed

Comments Validates

Attachments

**Step 24**

**Execution Step**

Description

Click <Go to Step 2> button

Expected Results

Administration > Send Messages (Step 2) page is displayed

Comments

Validates

Attachments

**Step 25**

**Execution Step**

Description

Select Filters

Click <Find> button

Expected Results

Administration > Send Messages (Step 2) page is refreshed with the following: Report Results displayed

Comments

Validates Attachments

**Step 26**

**Execution Step**

Description

Select some of the returned Registrants

Expected Results

Not all Registrants selected Comments

Validates

Attachments

**Step 27**

**Execution Step**

Description

Select a Message from Email/Notification dropdown: Email

**Click <Send to Selecting> button**

Expected Results

Pop-up displays with: Send Successful!

<OK> button

Comments Validates

Attachments

**Step 28**

**Execution Step**

Description

Click <OK> button

Expected Results

Popup disappears

Administration > Send Messages page is displayed

Comments Validates Attachments

**Step 29**

**Execution Step**

Description

Verify Actions were recorded in Queue:

1. Click Admin Menu
2. Select Queue Monitor

Queue should contain 2 items for every registrant selected: 1) email 2) Admin Flag

Expected Results Comments Validates Attachments

**Step 30**

**Execution Step**

Description

Click Registrants menu item

Expected Results

Registrants > Registrant Search page displays

Comments

Validates Attachments

**Step 31**

**Execution Step**

Description

Enter Last Name for registrant sent message

Enter Last Four Digits of SSN for registrant sent message Click <Search> button

Expected Results

Registrants > Registrant Search page refreshes with Results Table

Comments

Validates

Attachments

**Step 32**

**Execution Step**

Description

Click <Select> button

Expected Results

Registrants > Registrant > Clinically Relevant Summary page displays

Comments Validates

Attachments

**Step 33**

**Execution Step**

Description

Click Admin Tracking menu item

Expected Results

Registrants > Registrant: LAST, FIRST > Admin Tracking page is displayed with the Admin Flag:

“Message “Title” sent is displayed

Comments Validates

Attachments

**Step 34**

**Execution Step**

Description Check email

Expected Results Email recieved

Comments Validates

Attachments

**Associated E-Signatures**

**Signed Action Signer Comment Additional Information**