

**Attention All SmartCare Users – Client Address entry reminder:**

Due to the increased number of SmartCare system issues related to client address, please remember to **add or update** the **client address** by using the address “**Details...**” button.

Adding or updating a client address **without** using the “**Details...**” button will generate system issues and potential errors saving Registration Documents.

The client address must be added to the individual Street, City, State, and Zip fields displayed once the “**Details...**” button is selected:

The screenshot shows the 'Addresses' section of the SmartCare interface. It includes a dropdown menu with 'Home' selected, a 'Billing' checkbox, a large text input field, a 'Details...' button, and a 'History' link. A red arrow points to the 'Details...' button.

The screenshot shows the 'Address Details' dialog box in SmartCare. It contains input fields for Street, City, State, and Zip, along with 'OK' and 'Cancel' buttons.