**My Caseload – Work around for removing participants whose names contain an apostrophe**

Staff can remove participants from My Caseload by clicking on the ‘pencil’ under the ‘Take Action’ column on the participants dashboard (you can find this in the caseworkers section).

**ISSUE:** If a participant has an apostrophe in their name, the system doesn’t allow removal using the above method.

The workaround to remove a participant with an apostrophe is as follows:

1. Click on the ‘Add’ button on the caseload dashboard
2. Uncheck the participant you wish to remove (use search filters to find the participant)
3. Select an end date
4. Click on ‘Save’

The workaround listed is to select the “+Add” button on the caseload dashboard part > uncheck the participant name that you would like to remove > select the end date > Save.