

Avatar User Guide :

CYF 0/18 Treatment Plan of Care



July 20, 2015

Purpose: The purpose of the manual is to walk you through the CYF 0/18 Treatment Plan of Care in the Avatar EHR System.

Menu Path: Avatar CWS>Treatment Planning>**CYF 0/18 Treatment Plan of Care**


Report Menu Path: Avatar CWS>Treatment Planning>**CYF 0/18 Treatment Plan of Care Report**

******Do not use the Print Treatment Plan form to print Treatment Plans******

The screenshot displays the 'Avatar 2015 - Form Search' window. At the top, there is a search bar with the text 'Enter text to find in option name: 0/18'. Below the search bar, a table lists the search results. The table has two columns: 'Form' and 'Menu Path'. The first row shows 'CYF 0/18 Treatment Plan of Care' under the 'Form' column and 'Avatar CWS / Treatment Planning' under the 'Menu Path' column. At the bottom of the window, there are four buttons: 'Search', 'Open', 'Add to My Forms', and 'Dismiss'.

Form	Menu Path
CYF 0/18 Treatment Plan of Care	Avatar CWS / Treatment Planning

Starting the CYF 0/18 Treatment Plan of Care



CBHS,DEMO (999049104)
F, 7, 01/01/2008

Ep: 1 : CCDC Child Development Ctr (38744)
Problem P: -
DX P:

Location: ,,
Attn. Pract: No Entry
Adm. Pract: VOELKER,KIMBERLY


Allergies (0)

Chart

CYF 0/18 Treatment Plan of Care

CYF 0/18 Treatment Pla...

Submit



Online Documentation

Date Treatment Plan Started

07/20/2015

Enter Date Treatment Plan Started

Last Updated By

Kimberly Voelker

Choose Plan Type

Initial

Parent/Youth Input

Clinical Guideline: Include child/youth and family's goal(s), stated in their own words, which they identified as a priority.

Plan End Date

07/19/2016

Enter Plan End Date (See Light Bulb)

Treatment Plan Status

☒ Draft ☐ Pending Approval ☐ Final

Client was linked to culture specific and/or linguistic services

☐ Yes ☐ No

Last Updated

07/20/2015

Team Member To Notify

Treatment Plan Problem List

Below is the Treatment Plan “Problem List” which is a federal requirement for Meaningful Use (i.e. not language we would have chosen). Items generate based on a library called SNOMED (which is medically based). You will add a “problem code” once you launch the plan (**see page 8**). It will then populate into this list. Do not search/add codes here.

▼

Problem List

	Include in this plan?	Problem	Other	Type	Date Identified	Date of Onset	Time Of Onset	Status	Severity	Chronicity	Date Resolved
1	<input type="checkbox"/>	Attention d...				01/12/2015		Active (A)			

Items here generate once you add problems to the Treatment Plan

~~New Row~~ Delete Row

Do not add to the Problem List here, choose Add Problem after you launch your Plan

Adding Plan Participants

Plan Participants

4. Click the Staff ID box to search for Clinician/Staff member

	Role	Staff ID	Participant Name	Plan Author	Notification
1					

2. Click inside this box to select from Participant Role list

1. To add a Plan Participant, click "New Row"

3. Choose Participant Role

5. Click each box to fill in additional participant information

Plan Participants are individuals who participated in the plan development

New Row Delete Row

Role search results:

Code	Description
1	Clinician/Staff
2	Child/Youth
4	Collateral (e.g., Teacher; PO)
3	Parent/Guardian

Select Cancel

Starting your Treatment Plan – Text entry

Strengths-based treatment planning



Clinical Guideline: Describe how child/youth and family strengths (as identified in CANS assessment) inform treatment plan goals and how interventions delivered will draw upon these strengths.



Discharge Planning



Clinical Guideline: What will it look like when the child/youth and family are maintaining treatment gains without further intervention(s)?



Launch Plan

Click "Launch Plan" to start your Treatment Plan

Treatment Plan Problem Section – Adding a Problem

The screenshot shows a software interface for managing treatment plans. On the left, there is a sidebar with a 'Filters' section containing checkboxes for 'Age Group', 'Gender', and 'Selected Programs', and a 'Search' field. Below the sidebar is a 'Library' section. The main area at the top displays a tab labeled 'CYF 0/18 Treatment Plan of Care' with a green highlight and a red arrow pointing to it, accompanied by the text '1. Make sure the Treatment Plan is highlighted'. Below this, the text 'CYF 0/18 Treatment Plan of Care: DEMO CBHS' is visible. At the bottom of the main area, there is a row of buttons: 'Add New Problem', 'Add New Goal', 'Add New Objective', 'Add New Intervention', and 'Delete Selected Item'. A red arrow points to the 'Add New Problem' button, with the text '2. Click the "Add New Problem" button' above it.

1. Make sure the Treatment Plan is highlighted

2. Click the "Add New Problem" button

Treatment Plan Problem Section – Adding a Problem

CYF 0/18 Treatment Plan of Care

Filters

- ☐ Age Group
- ☐ Gender
- ☐ Selected Programs

Search

Library

No library available at this time

CYF 0/18 Treatment Plan of Care: DEMO CBHS

<New Problem> New problem to be defined

Clinical Guideline: Goals, Objectives, and Interventions will be developed for each "Problem Code". Only "Problems" that are a focus of treatment should be included in this field. It is recommended the client's Diagnosis be entered here (e.g. ADHD combined type). Psychosocial stressors (e.g. homeless family) can also be included if it is a primary focus of treatment.

Problem Code

adhd

Search for a Problem Code (SNOMED) code using a keyword and select from the list

Code	Value
SNOMED-161464003 (SNOMED-161464003)	H/O: psychiatric disorder
SNOMED-31177006 (SNOMED-31177006)	Attention deficit hyperactivity disorder, combined type
SNOMED-35253001 (SNOMED-35253001)	Attention deficit hyperactivity disorder, predominantly inattentiv...
SNOMED-36456004 (SNOMED-36456004)	Mental state finding
SNOMED-406506008 (SNOMED-406506008)	Attention deficit hyperactivity disorder
SNOMED-429950008 (SNOMED-429950008)	Family history of attention deficit hyperactivity disorder
SNOMED-444613000 (SNOMED-444613000)	Adult attention deficit hyperactivity disorder
SNOMED-7461003 (SNOMED-7461003)	Attention deficit hyperactivity disorder, predominantly hyperactiv...

Date Added to Treatment Plan

07/20/2015

Status

Treatment Plan Problem Section – Adding a Problem

rs

Age Group ☐ Gender

Selected Programs

h

Library

CYF 0/18 Treatment Plan of Care: DEMO CBHS

Problem: Attention deficit hyperactivity disorder, combined type Clinical Guideline: Describe symptoms and associated impairments: e.g., "Client displays symptoms of hyperactivity

Description of Problem

Add New Problem Add New Goal Add New Objective Add New Intervention Delete Selected Item

Problem Code
(SNOMED-31177006) Attention deficit hyperactivity disorder, combined type

Other

Date of Onset

Status (Problem List)
Active

Clinical Guideline: Only "Active" problems will generate into the Treatment Plan Problem List (see page 4). In future Treatment Plans, you can change the status to "Resolved," etc.

Description of Problem
Attention deficit hyperactivity disorder, combined type
Clinical Guideline: Describe symptoms and associated impairments: e.g., "Client displays symptoms of hyperactivity/impulsiveness and inattention that interfere with his ability to pay attention, do well in school"

Date Added to Treatment Plan
07/20/2015

Status
Active - New

Clinical Guideline: For new TPOC, status will be "Active-New. For future TPOC, status could be Active-Continued (still working towards goals); "Achieved" (goal reached - will record and drop in future plan) and "Inactive" if no longer a focus of treatment.

Information that will be added to the Treatment Plan Problem List (see page 4)

Clinical Guideline: Approximate "Date of Onset" is based on clinical interview and reported duration of symptoms. If unknown, enter date assessment was conducted.

Treatment Plan – Adding a Goal

The screenshot displays a web-based interface for creating a treatment plan. The main window is titled "CYF 0/18 Treatment Plan of Care". On the left, there is a sidebar with a "Gender" checkbox and a "Programs" section. The main content area shows a tree view under "CYF 0/18 Treatment Plan of Care: DEMO CBHS". The "Goals" section is expanded, showing a "Clinical Guideline: Describe outcomes desired based on symptoms and associated impairments: e.g., 'Reduce and manage ADHD symptoms'". A red arrow points to this text with the label "Description of Goal appears here". Below the tree view, there is a horizontal bar with several buttons: "Add New Problem", "Add New Goal", "Add New Objective", "Add New Intervention", and "Delete Selected Item". A red arrow points to the "Add New Goal" button with the label "To add a Goal for the selected Problem, click 'Add New Goal'". Below this bar, there is a "Goal" section. It contains a text area with the same clinical guideline text. Below the text area, there are two date fields: "Date Opened" and "Date Closed". The "Date Opened" field has a calendar icon and a dropdown menu showing "T" and "Y". A red arrow points to this field with the label "Date Opened defaults to today's date". The "Date Closed" field also has a calendar icon and a dropdown menu showing "T" and "Y". A red arrow points to this field with the label "If Status of Goal is 'Achieved' or 'Inactive', enter the Date Closed". To the right of the date fields, there is a "Status" dropdown menu. The dropdown menu is open, showing "Active - New". A red arrow points to this dropdown with the label "Select Goal Status from the drop down list".

CYF 0/18 Treatment Plan of Care

CYF 0/18 Treatment Plan of Care: DEMO CBHS

Problem: Attention deficit hyperactivity disorder, combined type Clinical Guideline: Describe symptoms and associated impairments: e.g., "Client displays symptoms of hyper"

Goals

Clinical Guideline: Describe outcomes desired based on symptoms and associated impairments: e.g., "Reduce and manage ADHD symptoms"

Description of Goal appears here

To add a Goal for the selected Problem, click "Add New Goal"

Add New Problem Add New Goal Add New Objective Add New Intervention Delete Selected Item

Goal

Clinical Guideline: Describe outcomes desired based on symptoms and associated impairments: e.g., "Reduce and manage ADHD symptoms"

Date Opened 07/20/2015 T Y Date Opened defaults to today's date

Date Closed T Y If Status of Goal is "Achieved" or "Inactive", enter the Date Closed

Status Active - New Select Goal Status from the drop down list

Treatment Plan – Adding an Objective

CYF 0/18 Treatment Plan of Care

Gender

rams

CYF 0/18 Treatment Plan of Care: DEMO CBHS

Problem: Clinical Guideline: Include services that will be delivered (you cannot bill codes unless they are written in treatment plan: e.g., ?Individual therapy 1x/week with client t

Goals

Clinical Guideline: Describe outcomes desired based on symptoms and associated impairments: e.g., "Reduce and manage ADHD symptoms"

Objectives

Clinical Guideline: Operationalize change in quantifiable language: e.g., "Client will not run in the school hallway 3 out of 7 days"

Description of Objective appears here

To add an Objective, click "Add New Objective"

Add New Problem Add New Goal Add New Objective Add New Intervention Delete Selected Item

Objective (Expected Behavioral Change)

Clinical Guideline: Operationalize change in quantifiable language: e.g., "Client will not run in the school hallway 3 out of 7 days"

Date Opened

07/20/2015 T Y

Date Closed

T Y

Status

Active - New

Date Opened defaults to today's date

If Status of Objective is "Achieved" or "Inactive" enter Date Closed

Select Objective Status from the drop down list

Treatment Plan – Adding an Intervention

The screenshot displays the 'CYF 0/18 Treatment Plan of Care' interface. On the left, there are filters for 'Age Group' and 'Gender', and a 'Library' section. The main content area shows a tree view with 'CYF 0/18 Treatment Plan of Care: DEMO CBHS' expanded. Under 'Problem: Attention deficit hyperactivity disorder, combined type', there are sections for 'Goals' and 'Objectives'. The 'Interventions' section is highlighted, showing a 'Clinical Guideline: Include services that will be delivered (you cannot bill codes unless they are written in treatment plan: e.g., "Individual therapy 1x/week with client to build skills to increase attention; Fi'. A red arrow points to this text with the label 'Description of Intervention appears here'.

Below the main content area, there is a toolbar with buttons: 'Add New Problem', 'Add New Goal', 'Add New Objective', 'Add New Intervention', and 'Delete Selected Item'. A red arrow points to the 'Add New Intervention' button with the label 'To add an Intervention, click "Add New Intervention"'. Below the toolbar, there is a form for adding a new intervention. The form has a title 'Intervention (Describe type, frequency, expected duration of intervention and to whom it will be applied)'. The main text area contains the same clinical guideline text as above. Below the text area, there are fields for 'Date Opened' (07/20/2015) and 'Date Closed'. A red arrow points to the 'Date Opened' field with the label 'Date opened defaults to today's date'. To the right of the date fields is a 'Status' dropdown menu with 'Active - New' selected. A red arrow points to this dropdown with the label 'Select Intervention Status from the drop down list'. Below the 'Date Closed' field, there is a note: 'If Status of Intervention is "Achieved or "Inactive" enter Date Closed'.

Treatment Plan – Adding Additional Problems

The screenshot displays a software interface for creating a treatment plan. At the top, a tab labeled "CYF 0/18 Treatment Plan of Care" is highlighted with a red oval. A red arrow points from the text "Click and Highlight top of Plan to add another Problem" to this tab. Below the tab, the treatment plan content is visible, including sections for "Problem", "Goals", "Objectives", and "Interventions".

When the top of the Treatment Plan is highlighted, the "Add New Problem" button becomes active. Click "Add New Problem" to enter a new item.

A red arrow points from this text to the "Add New Problem" button in the bottom toolbar. The toolbar also includes buttons for "Add New Goal", "Add New Objective", "Add New Intervention", and "Delete Selected Item".

Treatment Plan – Editing Items on your Treatment Plan

The screenshot displays a web-based treatment plan interface. At the top, a header bar shows "CYF 0/18 Treatment Plan of Care". Below this, a sidebar on the left contains a "Gender" checkbox and a "Programs" section. The main content area shows a hierarchical tree structure for a "CYF 0/18 Treatment Plan of Care: DEMO CBHS". The tree includes a "Problem" (Attention deficit hyperactivity disorder, combined type), a "Goals" section (highlighted in green), "Objectives", and "Interventions". Each item has a corresponding "Clinical Guideline" description. Red arrows point from a text box on the left to the "Goals" section in the tree. Below the tree, there are buttons for "Add New Problem", "Add New Goal", "Add New Objective", "Add New Intervention", and "Delete Selected Item". At the bottom, a detailed view of a selected "Goal" is shown, including a text area for the clinical guideline, a date opened field (07/20/2015), a date closed field, and a status dropdown menu (Active - New). Labels "Edit Text" and "Edit Status" are positioned next to the text area and status dropdown respectively.

Click and highlight an item on the Treatment Plan to edit. Notice Goal is selected and now available for editing.

Problem: Attention deficit hyperactivity disorder, combined type
Clinical Guideline: Describe symptoms and associated impairments: e.g., "Client displays symptoms of hyperactivity/i

Goals
Clinical Guideline: Describe outcomes desired based on symptoms and associated impairments: e.g., "Reduce and manage ADHD symptoms"

Objectives
Clinical Guideline: Operationalize change in quantifiable language: e.g., "1) Client will increase homework completion rate from 50% to 80%; 2) Client will not run in the school hallway 3 out of 7 days; 3) Client w

Interventions
Clinical Guideline: Include services that will be delivered (you cannot bill codes unless they are written in treatment plan: e.g., "Individual therapy 1x/week with client to build skills to increase attention; Fa

Buttons: Add New Problem, Add New Goal, Add New Objective, Add New Intervention, Delete Selected Item

Goal
Clinical Guideline: Describe outcomes desired based on symptoms and associated impairments: e.g., "Reduce and manage ADHD symptoms"

Edit Text

Date Opened: 07/20/2015
Date Closed:
Status: Active - New
Edit Status

Treatment Plan – Deleting items from your plan

CYF 0/18 Treatment Plan of Care

CYF 0/18 Treatment Plan of Care: DEMO CBHS

- Problem:** Attention deficit hyperactivity disorder, combined type
Clinical Guideline: Describe symptoms and associated impairments: e.g., "Client displays symptoms of hyperactivity/irritability"
- Goals**
 - Clinical Guideline: Describe outcomes desired based on symptoms and associated impairments: e.g., "Reduce and manage ADHD symptoms"
 - Objectives**
 - Clinical Guideline: Operationalize change in quantifiable language: e.g., "1) Client will increase homework completion rate from 50% to 80%; 2) Client will not run in the school hallway 3 out of 7 days; 3) Client will..."
 - Interventions**
 - Clinical Guideline: Include services that will be delivered (you cannot bill codes unless they are written in treatment plan: e.g., "Individual therapy 1x/week with client to build skills to increase attention; Family therapy 1x/week to implement behavioral interventions to generalize skills to home; Collateral session 1x/week with teacher to implement behavioral interventions to generalize skills to classroom; case management to link client to programs/supports that will help him reach treatment goals; psychiatric evaluation and medication support, if indicated")

Click and highlight the section you would like to delete. You must delete from the bottom up. For example, if you would like to delete a Goal for a specific problem, you must first delete the Intervention, then Objective, then Goal.

Click the "Delete Selected Item" button to delete items from the Treatment Plan

Add New Problem Add New Goal Add New Objective Add New Intervention Delete Selected Item

Intervention (Describe type, frequency, expected duration of intervention and to whom it will be applied)

Clinical Guideline: Include services that will be delivered (you cannot bill codes unless they are written in treatment plan: e.g., "Individual therapy 1x/week with client to build skills to increase attention; Family therapy 1x/week to implement behavioral interventions to generalize skills to home; Collateral session 1x/week with teacher to implement behavioral interventions to generalize skills to classroom; case management to link client to programs/supports that will help him reach treatment goals; psychiatric evaluation and medication support, if indicated")

Date Opened: 07/20/2015 Status: Active - New

Date Closed:

Treatment Plan – Saving/Submitting your Plan

The screenshot shows a web form for creating a treatment plan. It includes fields for 'Date Opened' (with a calendar icon and 'T'/'Y' buttons) and 'Date Closed' (with a calendar icon and 'T'/'Y' buttons'). A 'Status' dropdown menu is set to 'Active - New'. At the bottom right, there are two buttons: 'Back to Plan Page' and 'Exit to Home View'. Red arrows and text boxes provide instructions: one arrow points to the 'Back to Plan Page' button with the text 'Make sure to click "Back to Plan Page"', and another arrow points to the 'Exit to Home View' button with the text '"Exit to Home View" brings you back to your Avatar Home View'. A red box highlights the 'Back to Plan Page' button with the text 'Click "Back to Plan" Page located on the bottom of the Treatment Plan page'.

Date Opened
07/20/2015 T Y

Date Closed
T Y

Status
Active - New

Click "Back to Plan" Page located on the bottom of the Treatment Plan page

"Exit to Home View" brings you back to your Avatar Home View

Make sure to click "Back to Plan Page"

Back to Plan Page Exit to Home View

Treatment Plan – Saving/Submitting your Plan

Chart CYF 0/18 Treatment Plan of Care

CYF 0/18 Treatment Plan...

Submit

Click "Submit"

Online Documentation

Date Treatment Plan Started
07/20/2015 T Y

Last Updated By
Kimberly Voelker

Parent/Youth Input
Clinical Guideline: Include child/youth and family's goal(s), stated in their own words, which they identified as a priority.

Plan Type
Initial

Plan End Date
07/19/2016 T Y

Client was linked to culture specific and/or linguistic services
☐ Yes ☐ No

Last Updated
07/20/2015 T Y

Treatment Plan Status
☒ Draft ☐ Pending Approval ☐ Final

Team Member To Notify

Choose Status