



Adding a Client Alert for Death Discharge Job Aide

When an individual hospitalized in one of DBHDD's facilities dies, a client alert signifying that the patient is deceased is added for the individual in myAvatar.

To enter the client alert, select the client and type Client Alert in the Search Forms field.

Name	Menu Path
Client Alerts	Avatar PM / RADplus Utilities / Client Alert Management

Entering the Client Alert

Client Alerts

Type Of Alert: Warning (Custom)

Custom Message: Individual is deceased.

Active or Active for Date Range: Active Active for Date Range

Disabled: Yes No

Applicable Forms:

- AIMS (Avatar CWS)
- AIMS Inquiry (Avatar CWS)
- All Forms
- Allergies - Food / Medication
- Allergies and Hypersensitivities (Avatar CWS)
- Ambulatory Progress Notes (Avatar CWS)

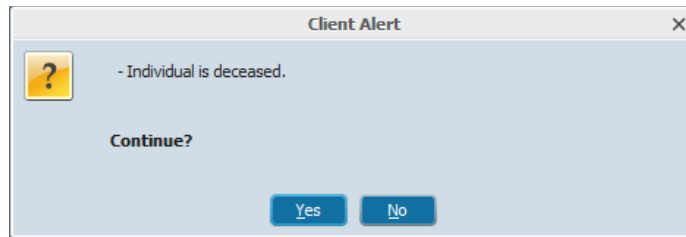
Episode(s):

- All Episodes
- Episode # 1 Admit: 01/24/2020 Discharge: NONE Program: AA1600-Adult Mental Health

Community Alert: Yes No

- #1 Select the Type of Alert: select Warning (Custom) from the drop down. It is at the bottom of the list.
- #2 Enter the Custom Message: enter "Individual is deceased."
- #3 Verify Active is selected in the Active or Active for Date Range field.
- #4 Scroll to select 'All Forms' in the Applicable Forms field.
- #5 Click 'All Episodes' in the Episode(s) field.
- #6 Click Submit

Once the alert is applied, the following message will display when the individual is searched for and selected by a provider.

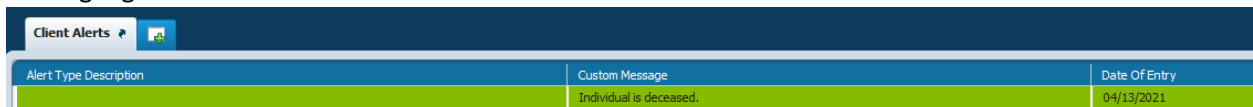


The alert will also display in the ribbon if a form is opened.



If the death alert needs to be removed from an individual's record, delete the alert.

1. Select individual
2. Click Yes on the Client Alert popup
3. Open Client Alerts in the Search Forms field
4. Click Yes on the Client Alert popup
5. A pre-display screen will display
 - a. Highlight the row with the Alert to be removed



- b. Click the Delete button



6. Click Yes on the Delete Confirmation

