

The Treatment Team Facilitator (TTF) Note provides one place for the TTF to document a progress note for Clinical Review, HRC Update, Behavior Services Review, IRP notes, and General notes. The TTF Note also allows for easy retrieval of these notes by all disciplines.

To enter a TTF Note, select the client, and type Treatment Team in the Search Forms field.

Search Forms Treatment Team		checove Date: Monday, Ju
Name	Menu Path	
Treatment Team Facilitator Note	Avatar CWS / Progress Notes	Select this
<= Previous 25	1 through 1 of 1	Next 25 =>

Entering the Treatment Team Facilitator Note

Treatment Team Facilitato	Note P		
• Treatment Team Facilit	Select Client	Select Episode	
Soberst	TEST,FSK (492927)	Select Draft Note To Edit	
	Progress Note Entry Progress Note For Independent Note	Note Type	
	Date of RPT/IDT Review	User To Send Co-Sign To Do Item To	
	Reason for RPT Review/Reassessment	Behavior Services Review Clinical Review General Note HRC Update IRP Note IRP Note	
	Multiple Use of STAT/ROW meds New injury, liness, or infection Other significant clinical information Return from acute hospitalization Significant change in medical condition	CHRP Reviewed?	
	Describe other significant clinical information		
		Referred to HRC? Ves No	
	IRP/ISP Intervention Revision Type Behavioral Medical Other	-Date referred to HRC	

- #1 Select Episode from the drop down
- #2 Click Independent Note in the Progress Note For field
- #3 Click the drop down in the Note Type field and scroll to select Treatment Team Facilitator Note



#4 Select the type of note to enter in the Treatment Team Facilitator Note for field by clicking in the box to the left of each option. Multiple notes may be selected.

Important Note: Once the note type(s) is selected, use the TAB key to move to the next field. The TAB key will tell the system what other fields become required based on the notes being entered.

Any time a change is made in the selection in the Treatment Team Facilitator Note for field, the TAB key must be used for the required fields to be updated.

Type of Note	Required Fields
Behavior Services Review	Notes Field
Clinical Review	Date of RPT/IDT Review
	Reason for RPT Review/Reassessment
	CHRP Reviewed?
	Referred to HRC?
	Notes Field
General Note	Notes Field
HRC Update	CHRP Reviewed?
	Notes Field
IRP Note	Notes Field

Fields that will be required based on type of note being entered:

#5 Notes Field - To assist in writing the note, 4 templates exist for the TTF to use if wanted. To access the template, right click in the notes field, hover over System Templates, click appropriate template to include in the note.

System Templates User Defined Templates Widget Templates	5	IRP Note HRC Update Behavior Services Review Clinical Review
Select All	Ctrl+A	
SpellCheck	F7	
Delete	Delete	
Paste	Ctrl+V	
Сору	Ctrl+C	

Templates include pertinent headers to guide documentation. Available templates are:

IRP Note HRC Update Behavior Services Review Clinical Review

#6 Once all required fields are complete and the note is accurate, select Final in the Draft/Final field.

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Final

File Note

Viewing the Treatment Team Facilitator Note

The TTF note can be seen in Chart View, in the Progress Note widget, and in Progress Note Viewer

Chart View	Progress Note widget	Progress Note Viewer
Progress Notes General Note Psychiatry Note Psychiatry General Note GA Nurse Admission Note GA Nurse Discharge Note GA Nurse Transfer Acceptance No GA Nurse Transfer Acceptance No GA Nurse Transfer Acceptance No GA Nurse Transfer Return Note Post Discharge Note Social Work Note Dental Note GA Nurse Discharge Note Medicine Note Nutrition Note Rehab Note Psychology Note Risk Status Change Note Treatment Team Pacilitator Note	Progress Notes Previous 30 days Selection: freatment Team Facilitator Note Treatment Team Facilitator Note Progress Note For: Independent Note Progress Note For: Independent Note Note Type: Treatment Team Facilitator Note Notes Field: Testing Practitioner: GARDNER,AMY (440004575) Draft/Final: Final Treatment Team Facilitator Note for: IRP Note	Progress filet Vener Start Date: 12/01/2021 Today End Date: Today Upge To Diplay Today Vesterday Social Work Intern Social Work Intern Social Work Intern

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