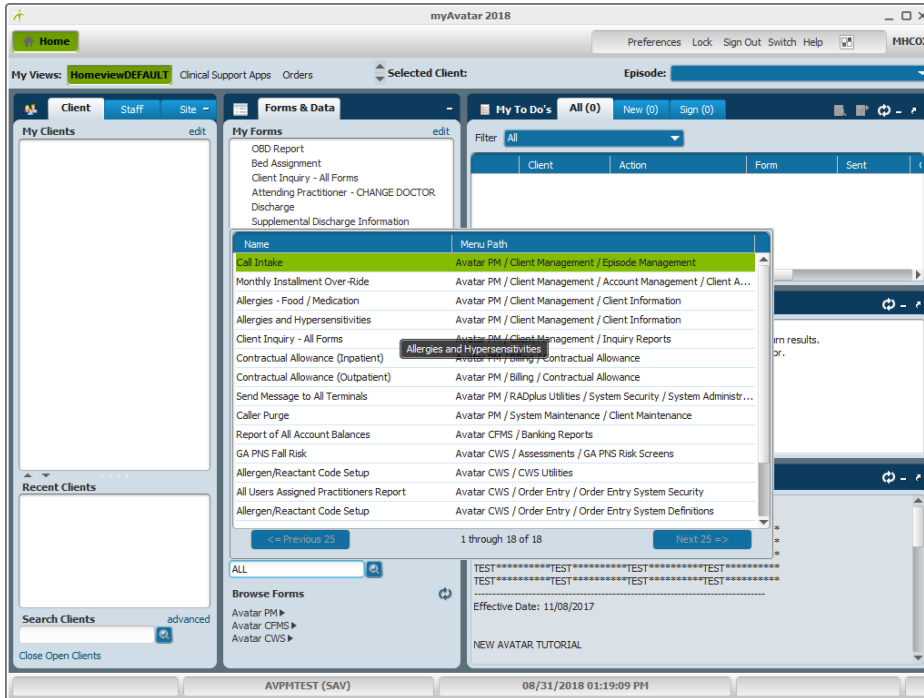
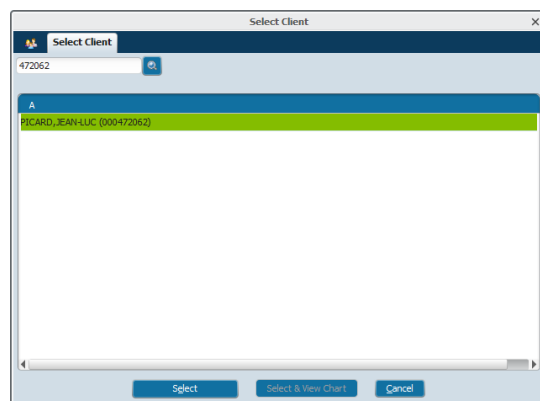


How to enter in allergies and hypersensitivities in Avatar

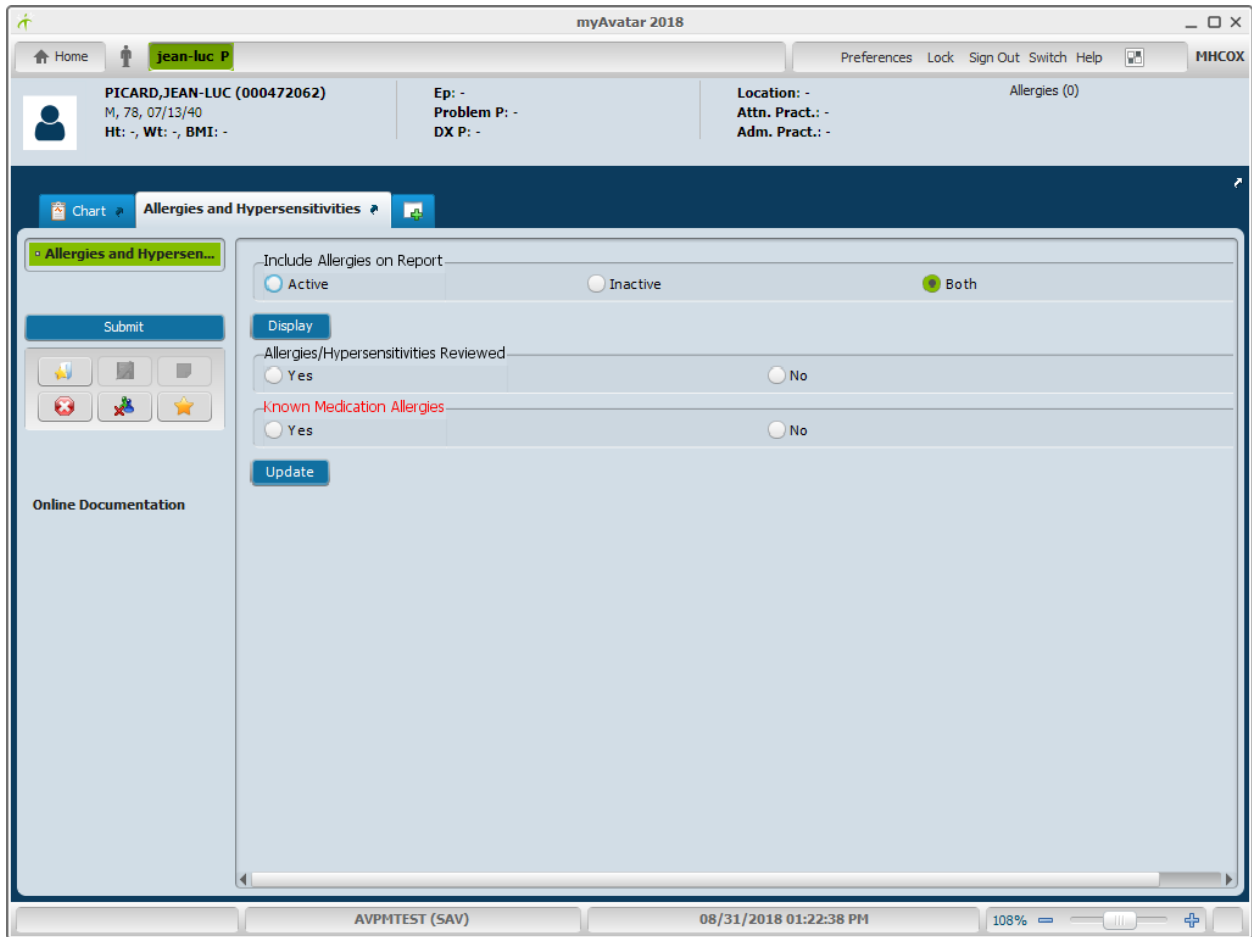
1. In the search bar start typing in “allergy” and a pop-up box will appear with forms that match the letters you entered
2. Select “Allergies and Hypersensitivities



3. In the select client window search for the appropriate individual either by last name or avatar #
 - a. Select the appropriate individual in the search results



4. In the main Allergies and Hypersensitivities screen, click on “display” to review if there are any allergies and hypersensitivities entered for the individual



- a. A report will be generated (it takes a moment) and it will list any allergies or hypersensitivities that have been entered

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Georgia DBHDD
Georgia Regional Hospital at Savannah
Savannah, Georgia

Client Allergies / Hypersensitivities
Including Active and Inactive Allergies/Hypersensitivities

Client Name: PICARD, JEAN-LUC Client ID: 472062

Allergen/Reactant	Status	Active Allergy	Date Recognized	Reaction Severity	Reactions	Treatment	Comments
NKA - NO KNOWN ALLERGIES	Confirmed	Yes	1/1/2010	No Reaction			

- b. Review the listings to make sure it is correct and then click on the "X" in the upper right corner to close
 - c. After closing the report where you reviewed the allergy information, click yes in the Allergies/Hypersensitivities reviewed
5. In the Known Medication Allergies section, mark yes or no if there is a known MEDICATION allergy or hypersensitivity

- a. Note: this is just for MEDICATION not all allergies
6. Click on Update to go to the screen to enter in any known or suspected allergies/hypersensitivities

The screenshot shows the 'Allergies and Hypersensitivities' form. The 'Update' button is circled in red. The form includes the following sections:

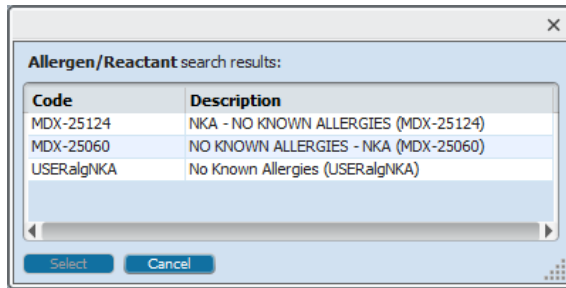
- Include Allergies on Report:** Radio buttons for Active, Inactive, and Both (selected).
- Display:** Radio buttons for Allergies/Hypersensitivities Reviewed (Yes, No).
- Known Medication Allergies:** Radio buttons for Yes, No (selected).

7. Enter in all known or suspected allergies or hypersensitivities
 - a. If there are not any rows of data entered, that means that no information has been entered

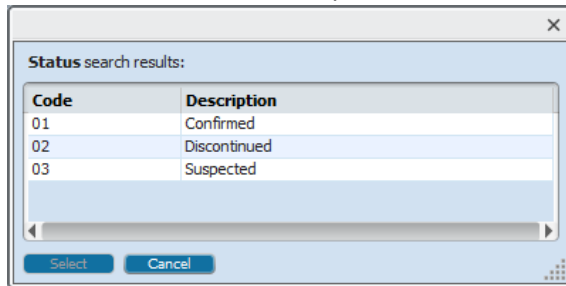
Allergen/Reactant	Date Recognized	Status	Reactions	Reaction Severity	Onset	Date Recorded	Treatment	Comments
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The screenshot shows the 'Allergies and Hypersensitivities' table. The table is empty, showing only the header row with columns: Allergen/Reactant, Date Recognized, Status, Reactions, Reaction Severity, Onset, Date Recorded, Treatment, and Comments. The 'New Row' button is highlighted in the bottom toolbar.

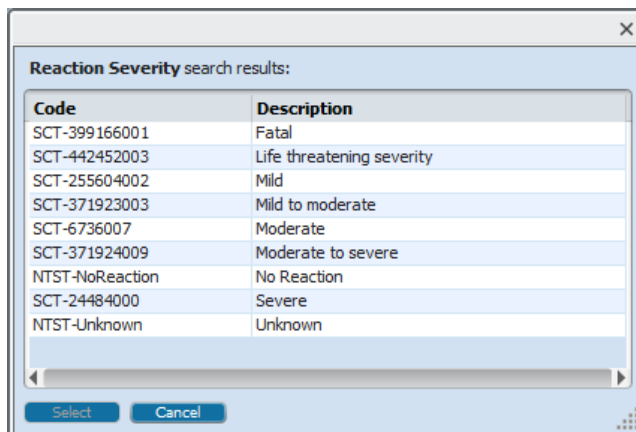
8. Click on "New Row" to add each applicable allergy
 - a. A new row will appear and the allergen/reactant field will highlight in yellow
9. Enter in the appropriate information. The required fields will be outlined in red if needed but still blank
 - a. Avatar can assist in filling in the information. Start typing the first few letters of the appropriate response then press tab to advance to the next field. A pop-up will appear with choices that match what was entered
 - b. NOTE: Not all brand names of medications are in the system. For example, you cannot find Tylenol, try searching for Acetaminophen



- c. For the status there are 3 options: Confirmed, Discontinued, Suspected



- d. For the reaction, if you are entering in NKA or No Known Allergies there is an option for "No Reaction"



10. After all allergies are entered, click on "Save" and you will be returned to the main allergies and hypersensitivities screen
11. To double check that your entries are in Avatar and that you didn't accidentally not enter in anything, it is a best practice to click on "Display" again to view all of the allergies

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Georgia DBHDD Georgia Regional Hospital at Savannah Savannah, Georgia							
Client Allergies / Hypersensitivities Including Active and Inactive Allergies/Hypersensitivities							
Client Name: PICARD,JEAN-LUC	Client ID: 472062						
Allergen/Reactant	Status	Active Allergy	Date Recognized	Reaction Severity	Reactions	Treatment	Comments
NKA - NO KNOWN ALLERGIES	Confirmed	Yes	1/1/2010	No Reaction			

12. Click on submit after everything is entered