IBHIS – New System Templates for COVID-19

In order to assist practitioners in their documentation related to COVID-19 practices, new System Templates have been created in IBHIS. These System Templates are available in the following forms in their noted respective fields:

For all Progress Notes, the following two templates are available in the Progress Note Text field:

1. COVID-19 Telehealth System Template:

Due to recommendations from public health agencies regarding social distancing guidelines related to COVID-19, this service was provided via <u>telehealth</u>. The plan for dealing with an emergency during the session will depend on the nature of the situation (e.g., practitioner will: call 911, contact an identified emergency contact, contact PMRT, etc.). Client is aware and agrees to this plan.

2. COVID-19 Telephone System Template:

Due to recommendations from public health agencies regarding social distancing guidelines related to COVID-19, this service was provided via <u>telephone</u>. The plan for dealing with an emergency during the session will depend on the nature of the situation (e.g., practitioner will: call 911, contact an identified emergency contact, contact PMRT, etc.). Client is aware and agrees to this plan.

*NOTE:

The <u>Crisis Evaluation Progress Note</u> has the above two templates available in both the Progress Note Text field and the 'Safety & Plan' field.

The <u>Scheduled Group Progress Note</u> has the above two templates available in both the Group Default Note Text field and the Group Progress Note Text field

For the **DMH Treatment Plan** form, the following template is available in the Justification / Explanation field:

3. COVID-19 Verbal Agreement System Template:

Client understands and verbally agreed to the plan but is not able/available to sign due to procedures in place in response to COVID-19 public health emergency.

For the **Medication Consent & MSS Treatment Plan** form, the following template is available in the Justification / Explanation field:

4. COVID-19 Verbal Consent System Template:

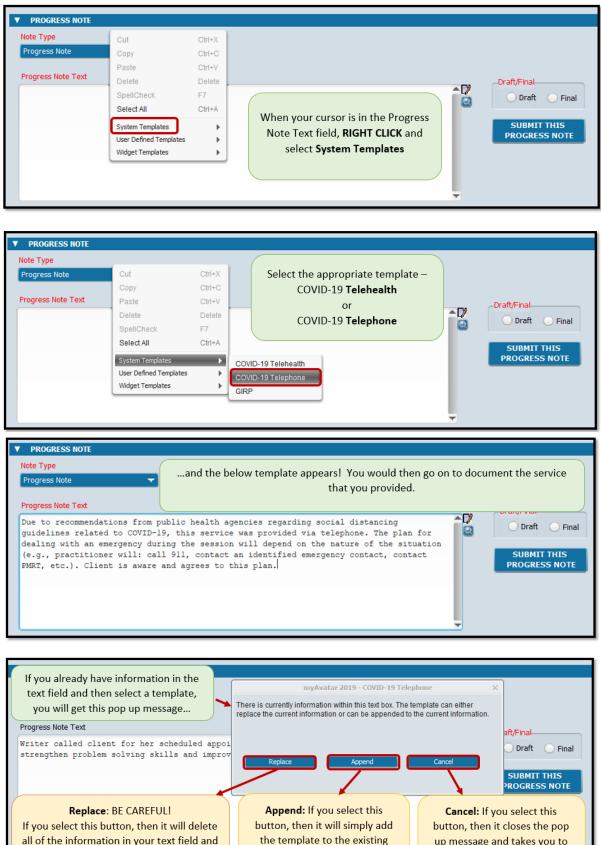
Client understands the above information and has verbally consented to the medication(s) and has verbally agreed to the plan but is not able/available to sign due to procedures in place in response to COVID-19 public health emergency.

For the new electronic **Client Consents/Acknowledgements** form, the following template is available in the Comments field:

5. COVID-19 Verbal Consent System Template:

Client has verbally consented but is not signing this Consent/Acknowledgement due to social distancing procedures in place in response to the COVID19 public health emergency.

Progress Notes



information in your text field.

all of the information in your text field and replace it with the selected template

up message and takes you to your text field.

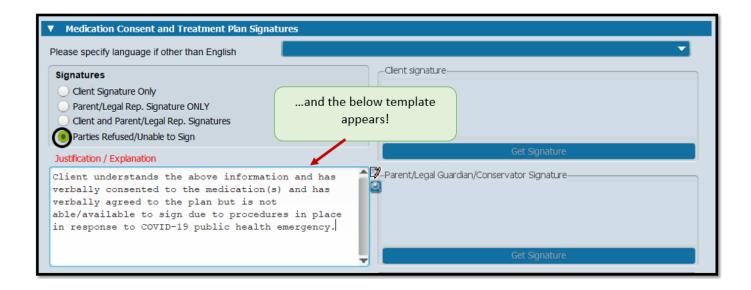
DMH Treatment Plan

| | Role | Staff ID | Participant Name | Notification | Treatment Plan Participant Authorization | Signature on File |
|--------|---|----------------------|-----------------------------|---|---|--|
| 1 | 1. Client (1) | | Jen Test | No (N) | Sign | 1 |
| Did th | New Row nt/Legal Representat Yes he client/legal repres | entative accept/decl | ine a copy of the pla ne | System Terr User Define Widget Terr | CHI+X | cursor is in the Explanation field, and select System d select COVID-19 Agreement |
| Clien | eason for lack of c t/Legal Representati lient/Other Refused/ | ve Participation | intative signature | | on/Explanation | -17 |
| • c | lient/Other is Unavai | ilable to Sign | | | | |

| | Role | Staff ID | Participant Name | Notification | Treatment Plan Participant Authorization | Signature on File | |
|--|-----------------------|------------------|------------------|--------------------|--|-------------------|--|
| 1 | 1. Client (1) | | Jen Test | No (N) | Sign | | |
| New Row Delete Row Client/Legal Representative was offered a copy of the plan Yes No Did the client/legal representative accept/decline a copy of the plan? Accept Decline Justification/Explanation | | | | | | | |
| ▼ Reason for lack of client/legal representative signature (Only applies to rare situations) | | | | | | | |
| Client | t/Legal Representativ | ve Participation | | Justificati | on/Explanation | | |
| Oc | lient/Other Refused/ | Unable to Sign | | plan bu procedu | understands and verbally ag at is not able/available to tres in place in response to bealth emergency | sign due to 🛛 🔯 | |

Medication Consent & MSS Treatment Plan

| ▼ Medication Consent a | nd Treatment Plan | Signatur | es |
|-----------------------------|------------------------|------------------|--|
| Please specify language if | Cut | Ctrl+X | ▼ |
| Signatures | Copy Paste | CtrI+C CtrI+V | -Client signature |
| Client Signature Only | Delete | Delete | |
| Parent/Legal Rep. Sign | openoneur | F7 | |
| Client and Parent/Lega | Select All | Ctrl+A | |
| Parties Refused/Unable | System Templates | , | |
| Justification / Explanation | User Defined Templates | ; | COVID-19 Verbal Consent When your cursor is in the |
| | Widget Templates | • | Justification/Explanation field, |
| | | | RIGHT CLICK and select System |
| | - | | Templates and select COVID-19 |
| | | | Verbal Consent |
| | | | Verbar consent |
| | | | Get Signature |
| | | | |



Client Consents/Acknowledgements

| Consent/Ack.nowledgement* Consent for Services Consent for Minor Consent for E-mal Caregiver Authorization // Consent to Photograph/ Consent for Tele-psychia Consent for Observation Acknowledgement of HIE Advanced Healthcare Dir Beneficiary Acknowledgen Consent for Secure Text | Affidavit Audio Record Itric Services PAA Privacy Notice rective Notice nent of Receipt Msg/Video Chat | | | If Client is a minor, Consent for Minor needs to be submitted first prior to Consent for Services |
|---|--|--------|--------------|--|
| Reminder: Click Submit bet Otherwise, data entered wit Signature Type Client Signature Only Parent/Legal Rep. Signat Client and Parent/Legal Rep. Parties Refuse to Sign Parties Refuse to Sign Parties Refuse to Sign / Verbal Corresponsible adult's relationship Comments (explain below) | ure Only Rep. Signatures Consent | | /hen you | Clent Signature ur cursor is in the Comments field, RIGHT nd select System Templates and select COVID-19 Verbal Consent |
| I attest that Clent and/or Re Yes Signator was given a copy o | Cut Copy Paste Delete SpellCheck Select All System Templates User Defined Templates Widget Templates | Ctrl+A | e verbal con | Get Signature nsent/acknowledgement- |

