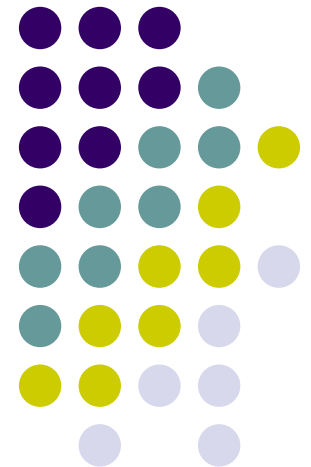


INDIVIDUAL SUPPORT



Behavior Tracking



- The Behavior Tracking module lets behavior specialists create a behavior plan and record behavior events and intervention details as outlined in that plan. There are two major components of the Behavior Tracking module: Behavior Plan and Behavior Event Record.



Behavior Plan

- Using the Behavior Plan section one can enter target behaviors and interventions for an individual and specify which interventions are recommended and which are discouraged. Staff members can choose the behaviors and interventions from an extensive list available in the system. Behavior antecedents and their descriptions can also be entered in details.



Behavior Event Record (BER)

- Behavior Event Records can be used to record behaviors and their corresponding interventions. When recording a behavior event, the behavior plan is shown so that users can refer to the recommendations of the behaviorist and select one or more behavior/intervention pairs from the plan.

Behavior Reports

- The Interval Data Report can be used to record frequently occurring behaviors for an individual. It lets you enter the number of times a behavior has occurred for a day on a grid of one-hour intervals.



General Event Reports



- The General Event Reports (GERs) also known as the Incident Reports have been designed to track multiple related incidents for an individual. Using the General Event Reporting tool, users can report and follow-up on a wide range of incidents including injuries, behavioral concerns and accidents among others.
- The GER also lets users track the comments of witnesses for each event. By simply entering the names of witnesses in a GER, users will get links to witness reports which will let them review detailed comments on what was witnessed during an incident.
- Other important information such as people notified, corrective action taken, and plan of corrective actions can be entered in details. Users can review the information prior to approval and follow up later once a GER has been approved. The GER has also been integrated with the Behavior module to facilitate the reporting of incidents that involve restraint as a result of behavior.
- Many of these incidents often need to be reported to the state in state-specified formats. The GER module has been made flexible to allow users to complete state specific incident reports. The number of state forms supported by the GER is constantly increasing to help our users meet the requirements of their states.

Habilitation Plan



- Habilitation Plan is an essential document for providers of Habilitation Services. Therap's Habilitation Plan module contains all the recommended key elements including a person's name, Medicaid Identification Number, name of the Service Provider, type of service, last review/update detail, Valued Outcomes addressed by the service, description of support and services, safeguards details and author of the plan.
- Habilitation Plan in Therap is integrated with ISP Program and ISP Plan through Valued Outcomes. This integration eliminates double documentation and provides a simple way of creating and updating Habilitation Plans.

Health Tracking



- The Therap Health Tracking module allows users to efficiently track different categories of health data and create detailed or monthly reports. It gives a flexible way to record and follow up on medical issues such as Vital Signs, Blood Glucose, and Medication History among others.

The Health Tracking module currently includes the following sections to help staff members provide enhanced health care:

- Appointments
- Blood Glucose
- Height/Weight
- Immunization
- Infection Tracking
- Intake/Elimination
- Lab Test
- Medication History
- Menses
- Respiratory Treatment
- Seizures
- Skin/Wound
- Vital Signs



Quarterly Nursing Reports

- With this new report, users can generate summaries from an individual's approved data across different Therap modules. Types of data may include their Individual Data Form (IDF), General Event Reports (GER) and Health Tracking (HT) forms such as Medication History, Appointments, Lab Test Results, Seizure and Height/Weight.
- This flexible report allows reports to be generated for any selected time range. Once a report is generated, users can save the report within the system and comments may be added to this report by any user who has access to the individual's Nursing Reports.



Monthly and Detailed Reports

- Monthly and Detailed Reports can be generated for all Health Tracking sections. This reveals clearly illustrated trends and changes of an individual's medical issues over a period of time.
- Using the Health Tracking Monthly Report staff members can create a report to view and compare important health information such as temperature, pulse, high and low blood pressure readings among other documented Health Tracking data.
- The Health Tracking Detailed Report can be used to see a list of all Health Tracking data that have been entered for an individual.
- Both the Monthly and Detailed Reports can be exported to Excel for further comparison and analysis.

Individual & Emergency Data Forms



Individual Data Form (IDF)

- The Individual Data Form (IDF) collects personal, contact, medical and insurance information of an individual and maintains it in one easily accessible location. Using the IDF, staff members can maintain essential information such as admission date, program enrollment date, race, religion, SSN, Medicare and Medicaid numbers.
- When entering medical information in the IDF users can easily refer to a list of ICD9 and DSM IV codes and select the medical diagnoses that apply to an individual. Users can also look-up from a medical contact list to specify the individual's physician, dentist, hospital and pharmacy.
- Information on the IDF can be updated by users who have been assigned appropriate privileges. When an IDF has been approved, a copy of the information previously entered appears below each of the fields. Thus, when the IDF is being updated users can see what information is being updated against the already approved information.



Emergency Data Form (EDF)

- A subset of the information on an IDF is used to automatically generate an Emergency Data Form (EDF). When an IDF is approved, data is automatically extracted and placed in the EDF for an individual. With the proper authorization, users will be able to view an EDF and track whether the latest EDF for an individual has been printed.



Individual Service Plans

- The Therap Individual Service Plan (ISP) module provides enhanced and detailed information that facilitates methodical and concise Individual Plan-building. It allows tracking an individual's teaching skills as well as generating the necessary accompanying reports. The overall ISP component (consisting of program definition, data collection, and report generation) offers a flexible way of tracking an individual's progress in achieving their goals.



ISP Program

- The ISP can be subdivided, breaking a program into one or more tasks. Each task can have a set of baseline scores to indicate whether a task was successfully completed or not. Staff members can describe the teaching methods that are to be used to implement a program and the scoring method that is to be used to measure progress.
- For each program that is designed, one can specify in detail information such as the long term objective, frequency of documentation, the goal that is to be achieved upon completion of the program, and the criteria for completion. Once the plan has been approved, users are ready to collect data for an individual against that plan.



ISP Data Collection

- Staff members can collect data in two methods, grid and non-grid, depending on the program requirements.
- The grid method of data entry gives an easy way to record the scores over a period of one month. Data can be collected on a grid for each task defined in a program. This method of data entry is only applicable for programs that have tasks.
- The purpose of the non-grid method of data collection is to enter details of a program session with an individual. It lets staff members specify begin and end times of service that was provided during a session. One can also record the scores for each defined task and enter a thorough description of how much an individual has progressed at the end of a session.



ISP Reports

- The ISP module lets users generate reports on the data that has been entered for an individual's program. The reports can be of two types: Programmatic and Clinician. With the programmatic report one can view the task scores for specific periods and their calculated deviation from the baseline. The clinician report on the other hand gives an overview of begin and end times of a session, its total duration, and comments. This section also includes a printable ISP Acknowledgement Report which generates a list of all users who have updated or approved ISPs within any given time frame.
- These reports can be exported to Excel for further statistical analysis. Staff members can use the reports to compare data and monitor how much progress has been made towards the goal.

Individualized Plan of Protective Oversight & Safeguards



- The Therap IPOP takes a questionnaire based approach to record and update both general and residential information needs. These are usually referenced in the Safeguards section of an Individual Plan (IP). Safeguards are also required to be included with ISPs to ensure that when risks are taken they are done so consciously and with a view to considering the person's best interests. Users can include safeguards such as Day Program, Supported Employment, Work Center and Individualized Services with ISPs.

What is IPOP?

The Individual Plan of Protective Oversight and Safeguards (IPOP) is a documented and approved plan used for the sole purpose of enhancing individual safety. It clearly enlists the key activities that affect the health and welfare of an individual. The main idea is to document the procedures and guidelines for providing support to the individuals along with their protection and safety requirements for different programs. The plan is often linked to an individual's ISP.

Who can benefit from IPOP?

The main purpose of IPOP is ensuring individual safety. Thus, IPOP is an effective feature for any agency providing support to individuals. The plan is linked to an individual's ISP and clearly documents the protection and safety requirements of the individual along with recommended actions in details. As a result, care providers are always better equipped to provide improved service.





ISP Global Template Library

- Using the ISP Global Template Library feature, ISP Program Templates can now be shared among different agencies. Users are able to publish ISP Templates from their local library to the global library. With proper authorization users are also able to import templates from the Global Library. Users with the 'ISP Library Approve' role will then be able to import the global ISP Template. Users can rank each template in the Global Library and associate keywords with each template as well as add comments. An imported template can be customized and applied to different individuals based on an individual's needs. ISP Templates in the global library can only be discontinued by Therap. Before publishing and importing templates staff members need to accept the terms and conditions on the User Agreement of the ISP Global Template Library.

ISP Template Library



- Users can save depersonalized versions of common or frequently used program/service plans in a library which can later be used as templates for similar programs. The ISP Template library is not only a useful reference resource for service plan building but it also saves users a lot of time. When entering a new plan for an individual, staff members can pull out plans from this library and do not require to create an entirely new ISP program each time.

Management Summaries



- The Management Summaries give you a simple and effective way to keep track of all the events occurring at your agency while using one or more Therap modules. You can check up on different behavior events that might have occurred and incidents reported as well as view information on staff members who are using the Therap system. All this information can be viewed in a summarized form of your choice.
- It also gives you the option to Export to Excel. You can then use the information in Excel to create graphs, use advanced filters like auto-filter or merge with other data.



Management Summaries include the following options:

Event Summaries

- With event summaries users can view behavior events and incidents that have occurred for different individuals. Reports can be generated for a specified date range and period.

Staff Report

- The Staff Report gives a summary of staff members who are using the Therap system. You can view information such as first and last names of your co-workers, race, access rights, title and status of the user within the system.



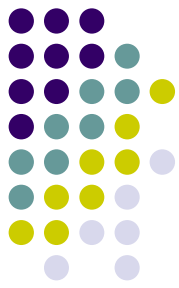
Secure Communications

- The Therap Secure Communications (SComm) module has been designed to facilitate the exchange of information among co-workers in a secure, HIPAA compliant way.
- Using SComm staff members within an agency can exchange messages on administrative, personal, or individual care related issues. Users can also contact and communicate with Therap Customer Support regarding PHI sensitive issues.
- SComm is easy to use with general e-mail features like Compose, Reply, Reply to All, and Forward. Internal reports (e.g. ISP, IDF, and others within the Therap system) as well as external documents (e.g. Word, and Excel among others) can also be attached to an SComm message. SComm messages have additional attributes such as notification level, purpose, type and topic.
- SComm has a flexible recipient selection scheme that allows users to select multiple recipients based on user names, or a combination of super role and program. You can create custom user groups and send messages to a selected group of users. You can also create and manage personalized folders of your choice.

T-Logs



- Therap’s T-Log module offers a simple and effective way to communicate information on daily events and activities within an organization. T-Logs can be used to document health and behavioral concerns, and to act as staff-to-staff communication. Information can be efficiently shared and followed up on in a HIPAA compliant way.
- The flexible options related to T-Logs make them excellent replacements for communication logs and other necessary daily documentations within a given program. T-Logs can be shared between programs; for example, a residence and day program can share information on clients participating in both programs. T-logs offers a “follow-up” feature which is very useful in the monitoring of specific situations that need daily, repeated documentation. The “Mark as Read and go to Next” feature makes it easy to read through large numbers of entries. All users who have read a T-Log are included in the “Read Status” list. Photographs and other external files can also be attached to T-Logs.



T-Notes

- This feature adds the capability to attach T-Notes on certain Therap forms. T-Notes work like sticky notes; they can be added and removed easily from forms by any user at any time. Users can use these to convey small pieces of information or to make notes to themselves or to other users working with a particular form. This feature is integrated with the IDF, GER and ISP modules.

Witness Reports



- The Therap Witness Reports is integrated with the GER module to allow users to include witnesses to all types of incident reports. Once a user enters witnesses in a GER form, the witnesses are automatically notified as they find new witness forms on their personal work lists. They can then complete the forms and submit them for approval.

ELP'S

