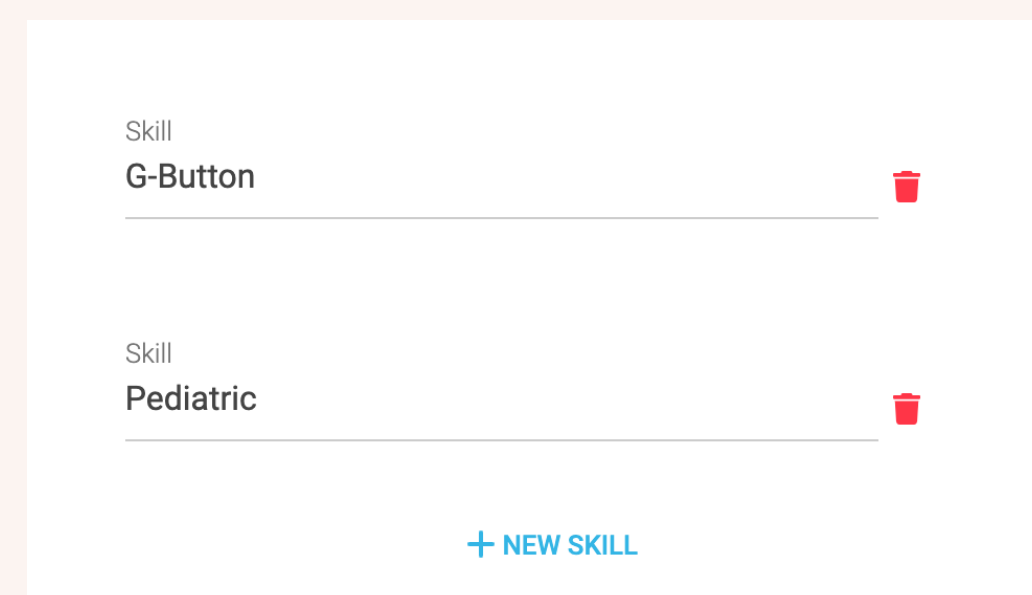
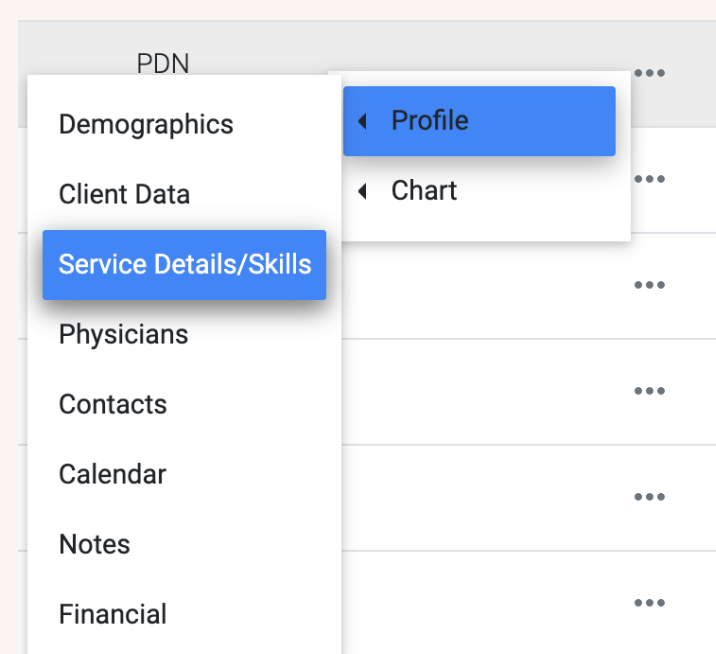


# Adding Skills & Creating Service Types in Patient Profiles



*Adding skills to a patient's profile will allow the needed service types to populate into the patient's profile and also allows the system to align the patient with the appropriate clinicians in the calendar for scheduling.*

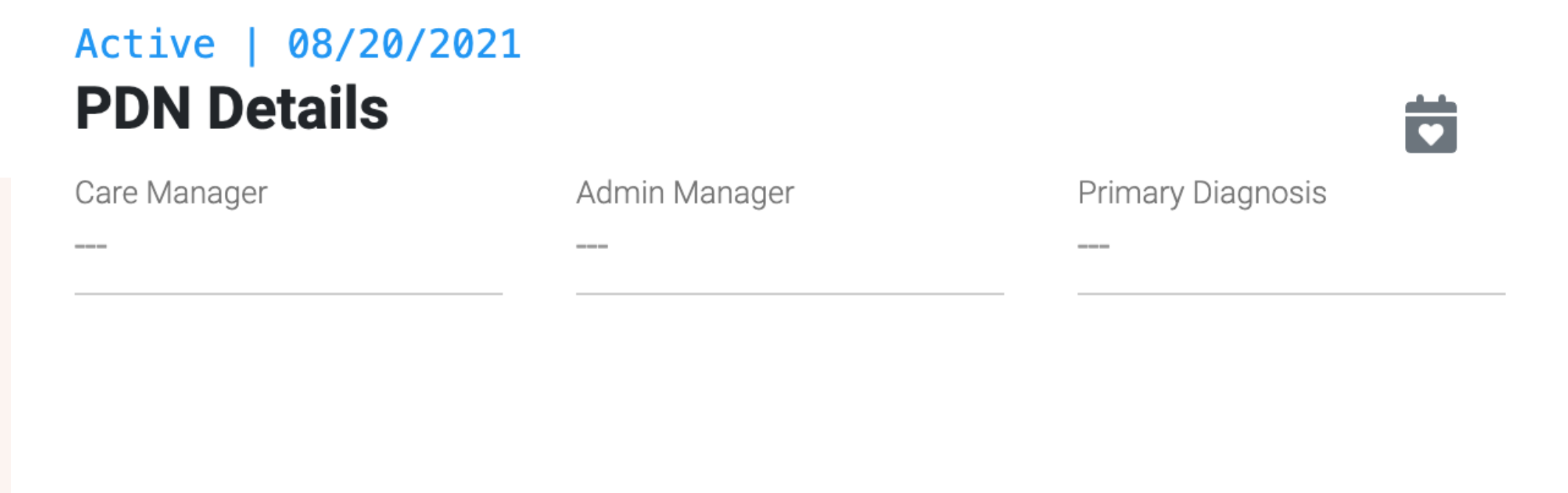
Clients> List> Action ellipsis beside client name> Profile> Service Details/Skills> +New Skill> Select skill> Save



Add additional skills prior to saving or at any other time by clicking **+New Skill**

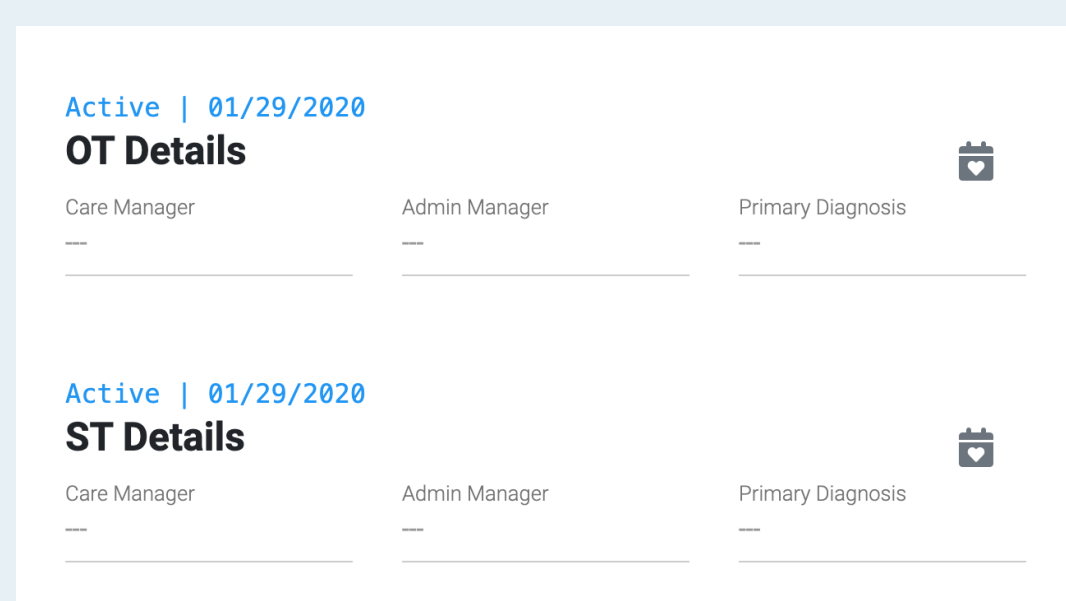
Remove skills added in error or those no longer relevant to a patient by clicking the **red** trashcan.

Clients> List> Action ellipses beside client name> Profile> Service Details/Skills



In the example above, the patient is given nursing skills, prompting the system to create the PDN service type in the Service Details section of the profile.

If a patient has multiple service types, the admission statues and events for each of those service type can be managed independently from one another in the system. The example below shows a patient with multiple therapy services.

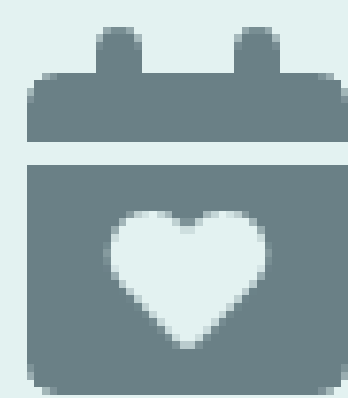


# Adding Skills & Creating Service Types in Patient Profiles



## Admission Events

The admit table is accessed by clicking the calendar icon. Use the admit table to add in admission events or change details of an admission status.



Calendar icon> +>Select status> Input details into all fields> Save

Active | 08/20/2021

PDN Details

Care Manager

Admin Manager

Primary Diagnosis

Edit Admission Status

Admit Details			
<div>Search</div> <div>1-1 of 1</div>			
Date	Date Type	Status	Date of Change
08/20/2021	Admit Date	Marked as Active	08/23/2021

Create New Patient Status

Patient Status

Hold

Hold Date

09/03/2021

Date of Change

09/03/2021

Reason for Hold

Patient Hospitalized

## Discharging a Patient

Use the admit table to add an admission event and select 'Discharged' in the Patient Status field. A reason for discharge and date of discharge will be required. Once saved, the patient will show in the inactive list for the discharged service type.

Create New Patient Status

Patient Status

Discharged

Active

Discharged

Hide From Chart

Hold

Non-Admit

Re-Admit