



Discharge (Outpatient)

Table of Contents

LESSON SCENARIO	2
UNDERSTANDING DISCHARGE (OUTPATIENT)	3
WHO CAN PERFORM THIS FUNCTION?	3
MENU PATH	3
Episode Selection Screen	3
Discharge Tab	4
Demographics Tab Page 1	4
Demographics Tab, Page 2	5
Concept Review	7
APPENDIX—CONCEPT REVIEW ANSWERS	8



Discharge (Outpatient)

In this lesson you will learn to discharge a client from an episode. You will specify the date, time, and type of discharge, and you will enter the name of the discharging practitioner.

If the client's demographic information has changed, you will enter those changes at discharge time. This could be helpful if the client were to return to BHRS at a later time.

Lesson Objectives

- Learn the steps for discharging a client from an episode
- Update client demographics information if appropriate

LESSON SCENARIO

Tom Lew is an administrator at a BHRS clinic. Today he will discharge a client who no longer needs care at his clinic. After entering the date, time, and type of discharge, Tom checks with the client to see if there are any changes in his demographic information. He knows this updated information could be helpful if the client returns to BHRS at a later date.

The screenshot shows a web application window titled "AVPMCONV (LIVE) - OREGANO, OLIVER JR (000930028)/Discharge (Outpatient)". The window has a menu bar with "File", "Edit", "Favorites", "Avatar PM", "Avatar CWS", "Avatar MSO", and "Help". Below the menu bar is a toolbar with icons for navigation and actions. The main content area displays the "Demographics" tab for the client "OREGANO, OLIVER JR (000930028) Episode: 1".

Client Last Name	OREGANO	Maiden Name	
Client First Name	OLIVER	Marital Status	Divorced/Annulled
Client's Middle Initial		Occupation	Sales Occupations
Suffix	<input type="radio"/> Sr <input checked="" type="radio"/> Jr <input type="radio"/> III <input type="radio"/> IV <input type="radio"/> V <input type="radio"/> VI		
Prefix			
Client's Address - Street	123 PEACH TREE STREET		
Client's Address - Street 2			
Client's Address - Zipcode	94403		
Client's Address - City	SAN MATEO		
Client's Address - County	SAN MATEO		
Client's Address - State	CALIFORNIA		
Client's Home Phone	650-555-1212		
Client's Work Phone	650-555-1111		

UNDERSTANDING DISCHARGE (OUTPATIENT)

You use this feature to discharge a client from an episode when the client no longer needs the services related to that episode. Following are examples of typical discharge situations:

- If a client no longer needs BHRS services, they should be discharged from all open episodes.
- Youth clients who reach adulthood must be discharged from all Youth episodes and then go through the Adult Admission process.
- If a client transfers to a different clinic, the client is discharged from the first clinic and admitted to an episode at the second clinic. (The Care Coordinator responsibility transfers to the second clinic.)

WHO CAN PERFORM THIS FUNCTION?

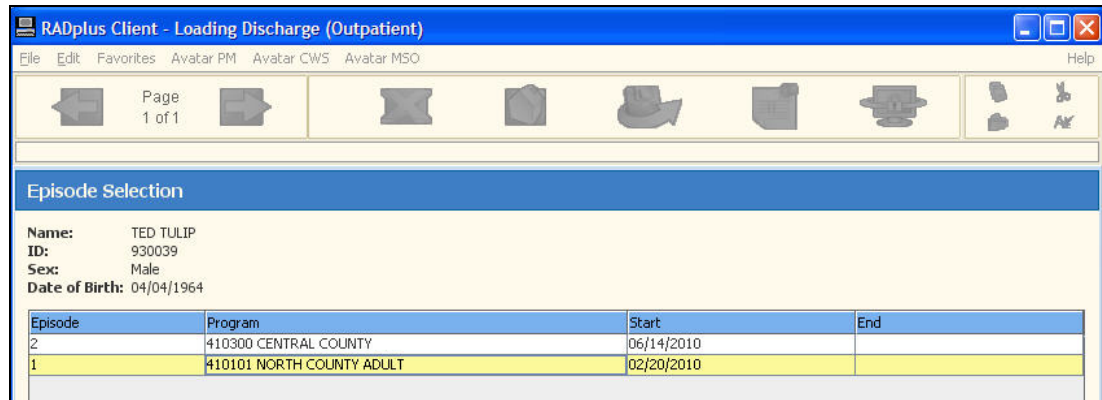
Administrators perform this function.

MENU PATH

Avatar PM → Client Management → Episode Management → Discharge (Outpatient)

EPISODE SELECTION SCREEN

When you choose the Discharge (Outpatient) command, if the client has more than one episode, the Episode Selection screen appears so you can choose the appropriate episode to discharge the client from.



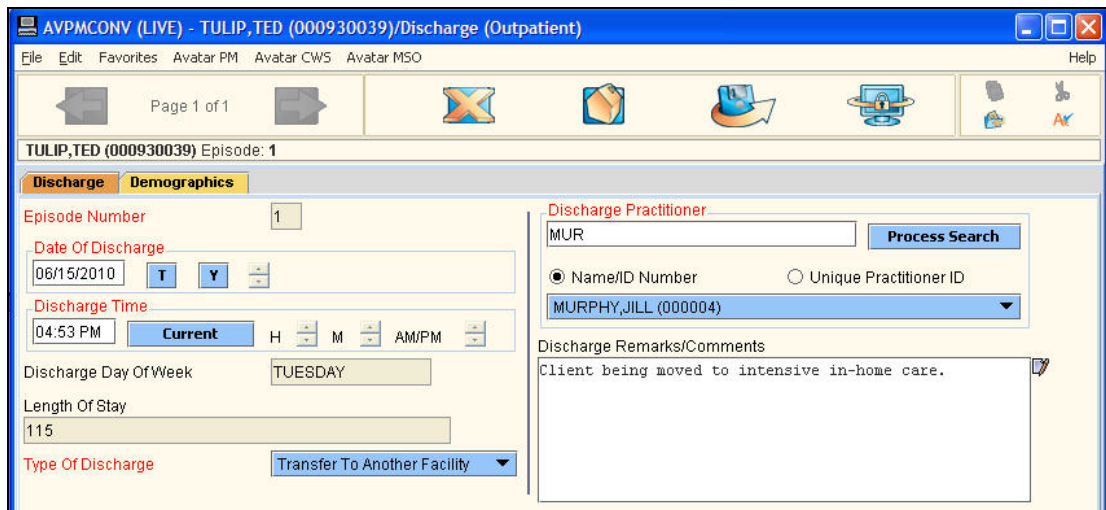
The screenshot shows a web browser window titled "RADplus Client - Loading Discharge (Outpatient)". The browser's address bar shows "Avatar PM" and "Avatar MSO". The page content includes a navigation bar with "Page 1 of 1" and several icons. Below the navigation bar is a section titled "Episode Selection" with the following client information:

Name: TED TULIP
ID: 930039
Sex: Male
Date of Birth: 04/04/1964

Episode	Program	Start	End
2	410300 CENTRAL COUNTY	06/14/2010	
1	410101 NORTH COUNTY ADULT	02/20/2010	

DISCHARGE TAB

The Discharge tab is where you specify the date, time, and type of discharge, as well as the discharging practitioner. A comment field is also available where you can elaborate on the reason for the discharge.



AVPMCONV (LIVE) - TULIP, TED (000930039)/Discharge (Outpatient)

Page 1 of 1

TULIP, TED (000930039) Episode: 1

Discharge Demographics

Episode Number: 1

Date Of Discharge: 06/15/2010

Discharge Time: 04:53 PM

Discharge Day Of Week: TUESDAY

Length Of Stay: 115

Type Of Discharge: Transfer To Another Facility

Discharge Practitioner: MUR

Process Search

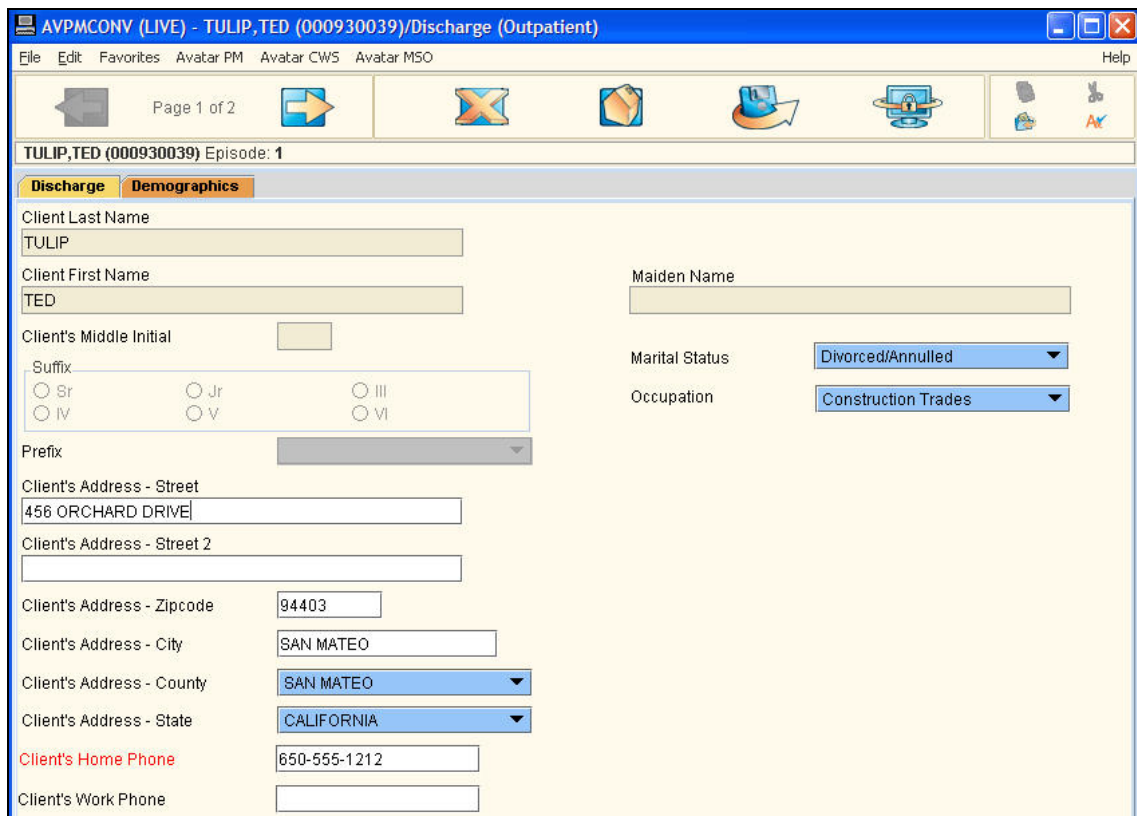
Name/ID Number (selected): MURPHY, JILL (000004)

Unique Practitioner ID

Discharge Remarks/Comments: Client being moved to intensive in-home care.

DEMOGRAPHICS TAB PAGE 1

Update the client's demographics with the most current information available at the time of discharge.



AVPMCONV (LIVE) - TULIP, TED (000930039)/Discharge (Outpatient)

Page 1 of 2

TULIP, TED (000930039) Episode: 1

Discharge Demographics

Client Last Name: TULIP

Client First Name: TED

Client's Middle Initial:

Suffix: Sr Jr III IV V VI

Prefix:

Client's Address - Street: 456 ORCHARD DRIVE

Client's Address - Street 2:

Client's Address - Zipcode: 94403

Client's Address - City: SAN MATEO

Client's Address - County: SAN MATEO

Client's Address - State: CALIFORNIA

Client's Home Phone: 650-555-1212

Client's Work Phone:

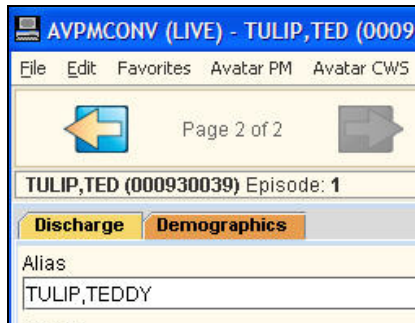
Maiden Name:

Marital Status: Divorced/Annulled

Occupation: Construction Trades

DEMOGRAPHICS TAB, PAGE 2

Use this page to update Alias information regarding the client.



AVPMCONV (LIVE) - TULIP, TED (0009)

File Edit Favorites Avatar PM Avatar CWS

Page 2 of 2

TULIP, TED (000930039) Episode: 1

Discharge Demographics

Alias

TULIP, TEDDY



Exercise 1: Discharge a Client

In this exercise you will discharge your client from the episode you created in the admission bundle earlier in this course, and you will update demographic data.

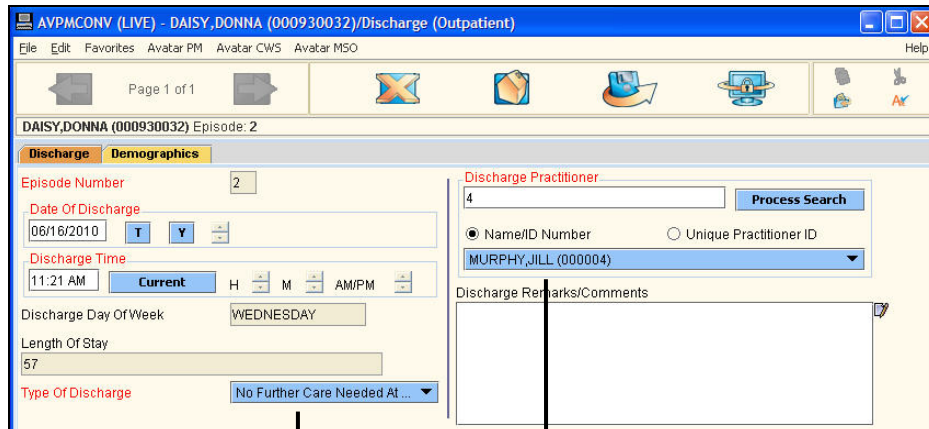
Before You Begin: If necessary, activate a client with an open episode.

1. Choose Avatar PM → Client Management → Episode Management → Discharge (Outpatient) from the Menu Frame.

If your client has more than one episode, the Episode Selection screen appears.

2. If necessary, choose an episode from which to discharge your client.
3. Follow these steps to begin the discharge:

A Click the T button to enter today's date as the discharge date.



AVPMCONV (LIVE) - DAISY, DONNA (000930032)/Discharge (Outpatient)

File Edit Favorites Avatar PM Avatar CWS Avatar MSO Help

Page 1 of 1

DAISY, DONNA (000930032) Episode: 2

Discharge Demographics

Episode Number 2

Date Of Discharge 06/16/2010 T Y

Discharge Time 11:21 AM Current H M AM/PM

Discharge Day Of Week WEDNESDAY

Length Of Stay 57

Type Of Discharge No Further Care Needed At...

Discharge Practitioner 4 Process Search

Name/ID Number Unique Practitioner ID

MURPHY, JILL (000004)

Discharge Remarks/Comments

B Click the Current button to enter the current time as the Discharge Time.

C Choose the discharge type shown here from the dropdown list.

D Perform a process search to locate the Discharge Practitioner.



Click the Demographics tab.

You determined that the client has a new work phone.

4. Enter the new phone number shown here.

Client's Address - Zipcode	<input type="text" value="94403"/>
Client's Address - City	<input type="text" value="SAN MATEO"/>
Client's Address - County	<input type="text" value="SAN MATEO"/>
Client's Address - State	<input type="text" value="CALIFORNIA"/>
Client's Home Phone	<input type="text" value="650-555-1212"/>
Client's Work Phone	<input type="text" value="650-111-1111"/>



5. Click the Forward  icon to move to page 2 of the Demographics tab.
You establish that there are no changes needed in the Alias fields.
6. Click the Submit  icon on the Option toolbar to save your changes.



CONCEPT REVIEW

1. If a client no longer needs BHRS services, the client should be discharged from all open episodes.
 - a. True
 - b. False
2. If a client has an open episode in one clinic and then opens a second episode in another clinic, and if the client is discharged from the first episode, the first clinic still retains the Care Coordinator responsibility.
 - a. True
 - b. False
3. It is not necessary to update a client's demographic information at the time of discharge. Since the client is being discharged, their demographic information is no longer important to BHRS.
 - a. True
 - b. False

APPENDIX—CONCEPT REVIEW ANSWERS

1. a
2. b
3. b