

New ASAM process/forms

- Two new ASAM forms have been added. Below are the new ASAM forms.

Here is what I found:

| Forms | | |
|--------|--------------------------|--|
| Undock | Name | Menu Option |
| | ASAM Assessment | / Avatar PM / Client Management / ASAM |
| | Finalize ASAM Assessment | / Avatar PM / Client Management / ASAM |

- You will select the ASAM assessment form to start a new assessment. Once client and episode are selected it will open the assessment form. At this point you will want to select refresh ASAM information.

The screenshot shows the ASAM Assessment form in a web application. The top navigation bar includes the user's name (TEST, JOLYTT), role (DOORPARTNER), and various system status indicators. The main content area is titled 'ASAM ASSESSMENT' and contains a 'Refresh ASAM Information' button highlighted in yellow. Below this button are fields for 'ASAM Type' and 'Assessment', along with 'Launch ASAM' and 'View ASAM History' buttons.

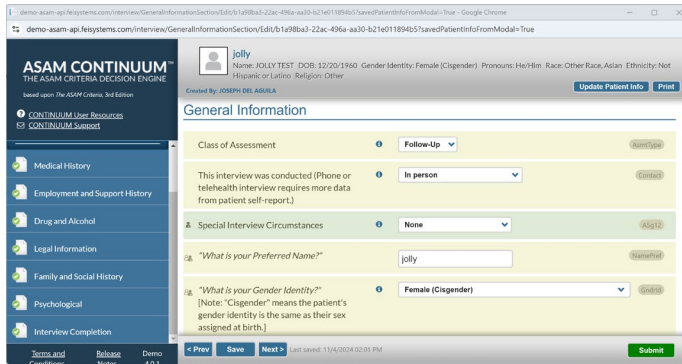
- At this point you will select the ASAM type field. You will now see two options; you will always select CONTINUUM Comprehensive Assessment.

The screenshot shows the ASAM Assessment form with the 'ASAM Type' dropdown menu open. The option 'CONTINUUM Comprehensive Assessment' is highlighted in yellow. The 'Assessment' field below it also shows 'CONTINUUM'.

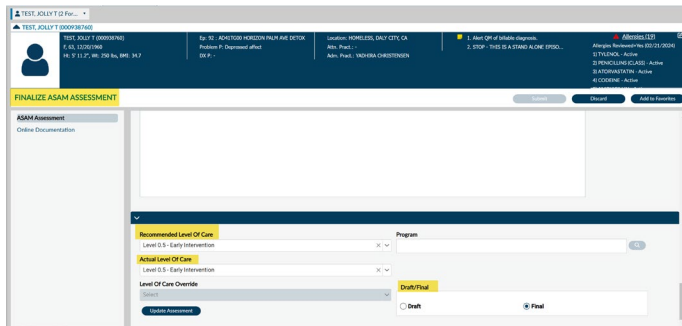
- Now you can select create new under the assessment field. At this point you will also be ready to launch the ASAM assessment which will open in a new window.

The screenshot shows the ASAM Assessment form with the 'Assessment' dropdown menu open. The option 'Create New' is highlighted in yellow. The 'Launch ASAM' button is also visible and highlighted.

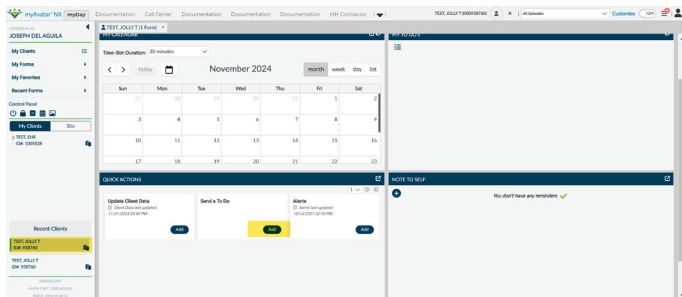
- You can now submit all your ASAM information. In the ASAM assessment itself.



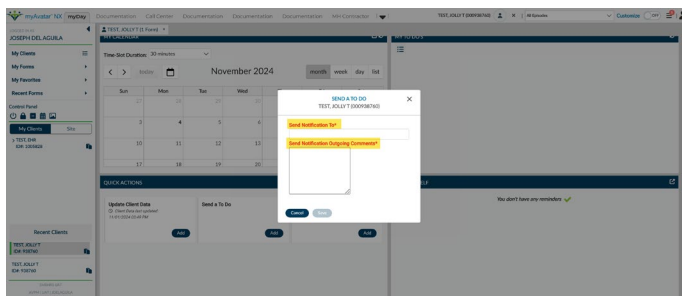
- Once you have completed your assessment including levels of care recommended you will have to open the second new ASAM form called Finalize ASAM assessment. This is the only place that you can finalize the ASAM.



- If you do not need to have an LPHA sign off on your ASAM then you can select Final and you are done. If you need to send a to-do for the review of your ASAM to an LPHA, leave the assessment in draft and follow the steps below.
- Go to your myDay view and make sure a client is selected.
- You will then press ADD in the Send a To Do box.



- Here you will select who the to-do item is going to as well as any comments or instructions needed for the recipient.



- Press save and your message will be sent as a to-do.