

Treatment Plan Tracking

Outpatient Clinic

Therapists Completes Treatment Plan in EHR



It is forwarded to Director to also complete



It is forwarded to the Medical Director/Psychiatrist to sign



Supportive Staff is alerted through EHR when Medical Director/Psychiatrist has signed off



Supportive Staff enters date into Treatment Plan Tracking Sheet

Mobile Psychiatric Nursing

Intake Specialist signs off on Initial Treatment Plan in EHR



Supportive Staff is alerted through EHR when Director has signed it and then Support Staff review and will then fax Initial Treatment Plan, ROI, and Letter to Primary Care Provider for signature



Supportive Staff enters fax date into Treatment Plan Tracking Sheet



Once returned, Supportive Staff will scan/index signed Treatment Plan into EHR and update Treatment Tracking Sheet