

Attending Practitioner Tip Sheet

This Tip Sheet will walk users through the Attending Practitioner form. This Tip Sheet may change as our trainings and systems are updated. Please visit our website <https://dhs.saccounty.gov/BHS/Avatar/Pages/Avatar.aspx> for the most updated version. If any additional help is needed you can contact us at 916-876-5806 or at Avatar@saccounty.gov.

Additional information:

This form is used to add or update the Attending Practitioner for a client. This will also assign the client to the My Clients list of the practitioner entered. Only one Attending Practitioner can be assigned at a time.

1. Open the **Attending Practitioner** form in Avatar
2. Select the correct episode from the Episode pre-display.
3. If there has been an Attending Practitioner previously entered you will see a pre-display of the previously entered Attending Practitioner. Click add to update the record.


✓ Selected Client : TEST,ALEXANDRA(788475658)

✓ Selected Episode: 4

Select Record

Name: ALEXANDRA TEST
 ID: 788475658
 Sex: Female
 Date of Birth: 03/01/2004

Date Of Assignment ⇅	Time Of Assignment ⇅	Attending Clinician ⇅	Staff,Private Covering ⇅	Date Of Entry ⇅
01/29/2023	10:56 AM	000001	Physician	01/30/2023



Add
Edit
Delete
Cancel

ATTENDING PRACTITIONER Submit Discard Add to Favorites

Attending Clinician Assignment Form

Online Documentation

4 **Date Of Assignment ***
 03/21/2023 [Calendar] [T] [Y] [Dropdown]

5 **Attending Practitioner ***
 NINE TRAINER (015252) [Search]

6 **Time Of Assignment**
 01:46 PM [Current Time] [H] [M] [AM/PM]

7 **Practitioner Type**
 Select [X] [Dropdown]

4. Enter the “Date of Assignment” of when the client was assigned to the Avatar user. Once the form has submitted this date will lock in and cannot be changed.
5. In the “Attending Practitioner” field, enter the name of the Avatar user who will be the Attending Practitioner for the client.
6. Enter the time of the Assignment, you can click the Current Time button to enter in the current time.
7. Select the appropriate classification from the Practitioner Type drop down.
8. Click submit to save the information.