MHTC Classification	Order Entry Role	Diagnosis	MHTC Clinical Assessment	Child MSE	Progress Note(s)	Health and Review of Systems 1	Health and Review of Systems 2	Vitals Entry	Allergies	MHTC Interdisciplinary Plan	Property Inventory	AIMS	LOCUS	Vocational Assessment	MHTC IPA	MHTC Client Tracking	Physical	Orderconnect	eMAR	POS Scan
MD Psychiatrist MHTC	MD	X	NO	NO	X	NO	NO	X	X	NO	NO	X	X	NO	X	X	X	X	NO	X
MD Non Psych MHTC	MD	X	NO	NO	X	NO	NO	X	X	NO	NO	X	X	NO	X	X	X	X	NO	X
MD Psych Resident Licensed	UnlicensedResidents	X	NO	NO	X	NO	NO	X	X	NO	NO	X	X	NO	X	X	X	X	NO	X
MD Psych Resident Unlicensed	UnlicensedResidents	X	NO	NO	X	NO	NO	X	X	NO	NO	X	X	NO	X*	X	X	Agent	NO	X
MD Psych Med Stud Clinical Clerkship	Clerical	X	NO	NO	X*	NO	NO	X	X	NO	NO	X	NO	NO	X*	X	NO	NO	NO	X
LCSW MHTC	Clerical	X	X	X	X				X	X			X				X				X
LPT MHTC	Nurse	NO			X	X	X	X	X	X	X	X					X			X	X
LVN MHTC	Nurse	NO			X	X	X	X	X	X	X	X					X		X	X	X
Master Level Unlic - Elig for Waiver MHTC	Clerical	X	X	X	X				X	X			X				X				X
MH Rehab Specialist MHTC	Clerical	NO	X*	X*	X				X	X*			X	X			X				X
MFT MHTC	Clerical	X	X	X	X				X	X			X				X				X
Mental Health Worker MHTC	Clerical	NO			X			X	X								X				X
Nurse Practitioner MHTC	Nurse	X			X			X	X			X				X	X		X	X	X
PhD Psychologist MHTC	MERTPsychologist	X	X	X	X				X	X			X		X		X				X
Physician Assistant MHTC	Clerical	X			X			X	X			X				X	X				X
RN MHTC	Nurse	X			X	X	X	X	X	X	X	X					X		X	X	X
Student/Intern	Clerical	NO			X*												X				X
Pharmacist (Registered Pharmacist)	Pharmacist	NO			X				X		X						X		X		X
Clerical (not really a classification, just not above)	Clerical										X						X				X
LPCC II MHTC	Clerical	X	X	X	X				X	X			X				X				X
LPCC I MHTC	Clerical	X	X	X	X				X	X			X				X				X

MHTC Documentation Requirements

Clinician ISU
a) CSI Admission
b) Update Client Data
c) MHTC Client Tracking
d) Diagnosis (Child)
e) MHTC Clinical Assessment
f) Child Mental Status Exam
g) MHTC Prog Note Entry (On Arrival)
h) Client Resources

MHW ISU
a) MHTC Prog Note Entry (Admission note)
b) Client Picture
c) Vitals
d) MHTC Client Tracking (DC Planners)

Nurses ISU
a) Vitals
b) Health & Review of Systems Section 1
c) Health & Review of Systems Section 2
d) Allergies & Hypersensitivities
e) AIMS (As needed)
f) Nursing Care Plan (As needed)
g) Property Inventory (meds)
h) Client Profile/Physicians Orders (Handwritten)
i) Emar
j) MHTC Progress Note Entry
k) Order Connect (Discharge)

Psychiatrists/Physicians ISU
a) MHTC IPA
b) AIMS
c) MHTC Prog Note (Admission)
d) Diagnosis
e) Client Profile/Physicians Orders (Handwritten)
f) Vitals
g) Allergies & Hypersensitivities
h) Order Connect (Discharge)

Clinicians Inpatient
a) Legal Status
b) CSI Admission
c) Update Client Data
d) MHTC Client Tracking
e) MHTC Prog Note Entry (48 hr.Note Template, Discharge)
f) MHTC Interdisciplinary Tx Plan (Submit to supervisor and MD to allow finalization by 72 hours from admission)
g) MHTC Interdisciplinary Tx Plan Update (Every 5-7 days or after denial of rights, or as needed)
h) LOCUS (As Needed)
i) Client Resources
j) Intensive Staffing Protocol (Not Avatar Generated. Training received at MHTC upon hire and yearly thereafter.)
k) Advanced Behavioral Directive (Scanned into the Avatar Folder, "Advanced Behavioral Directive")

MHW Inpatient
a) MHTC Prog Note Entry (Admission note)
b) Vitals
c) Property Inventory (Meds Signature)
d) MHTC Client Tracking (DC Planners)
e) Intensive Staffing Protocol (Not Avatar Generated. Training received at MHTC upon hire and yearly thereafter.)

Nurses Inpatient
a) Vitals
b) MHTC Prog Note Entry (Admission note & as needed)
c) Health & Review of Systems Section
d) Health & Review of Systems Section 2
e) Allergies & Hypersensitivities
f) Nursing Care Plan (All Clients)
g) Property Inventory (Meds)
h) Client Profile/Physicians Orders (Handwritten)
i) Emar
j) AIMS (As needed)
k) Order Connect (Discharge)
l) Intensive Staffing Protocol (Not Avatar Generated. Training received at MHTC upon hire and yearly thereafter.)
m) Advanced Behavioral Directive (Scanned into the Avatar Folder, "Advanced Behavioral Directive")

Psychiatrists/Physicians Inpatient
a) Client Profile/Physicians Orders (Handwritten)
b) MHTC IPA
c) AIMS
d) Physical
e) MHTC Prog Note
f) Allergies & Hypersensitivities
g) Diagnosis (Updates and Discharge)
h) Order Connect (Discharge)
i) MHTC Interdisciplinary Tx Plan (MD to review and approve/finalize by 72 hours from admission)
j) MHTC Interdisciplinary Tx Plan Update (MD to review and approve/finalize every 5-7 days, or after denial of rights or as needed)

Student Clinical Clerkships
a) Client Profile/Physicians Orders
b) MHTC IPA
c) AIMS
d) MHTC Prog Note
e) Allergies & Hypersensitivities
f) Diagnosis (Updates and Discharge)

Clinician and Nurse Supervisors
a) Void Progress Note
b) Quick User Update (Update Password)