Women's Health History Tip Sheet

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 Avatar@saccounty.net.

1. Click Add.
2. Enter the Client ID.
3. Select the appropriate episode.
4. Enter the assessment date.

5. Enter the last menstrual period.
6. Enter the pregnancy start date (This field is what activates the pregnancy indicator on the claim).
7. The pregnancy end date will be entered 365 days after the end of the pregnancy. For example, if the pregnancy ended 10/14/22, then the pregnancy end date will be 10/14/23.
8. Enter the initial treatment date.
9. Click submit. This process is now complete.

To edit and/or update a record, select "**Edit**" and the appropriate record, then click "**Submit**" after the corrections/updates are made.

To delete a record, select "**Delete**" and the appropriate record, then click **"Submit".** Keep in mind this will permanently delete all the information in that record.

*Always use **"Add"** to enter a new pregnancy for the client. A client can have multiple records.