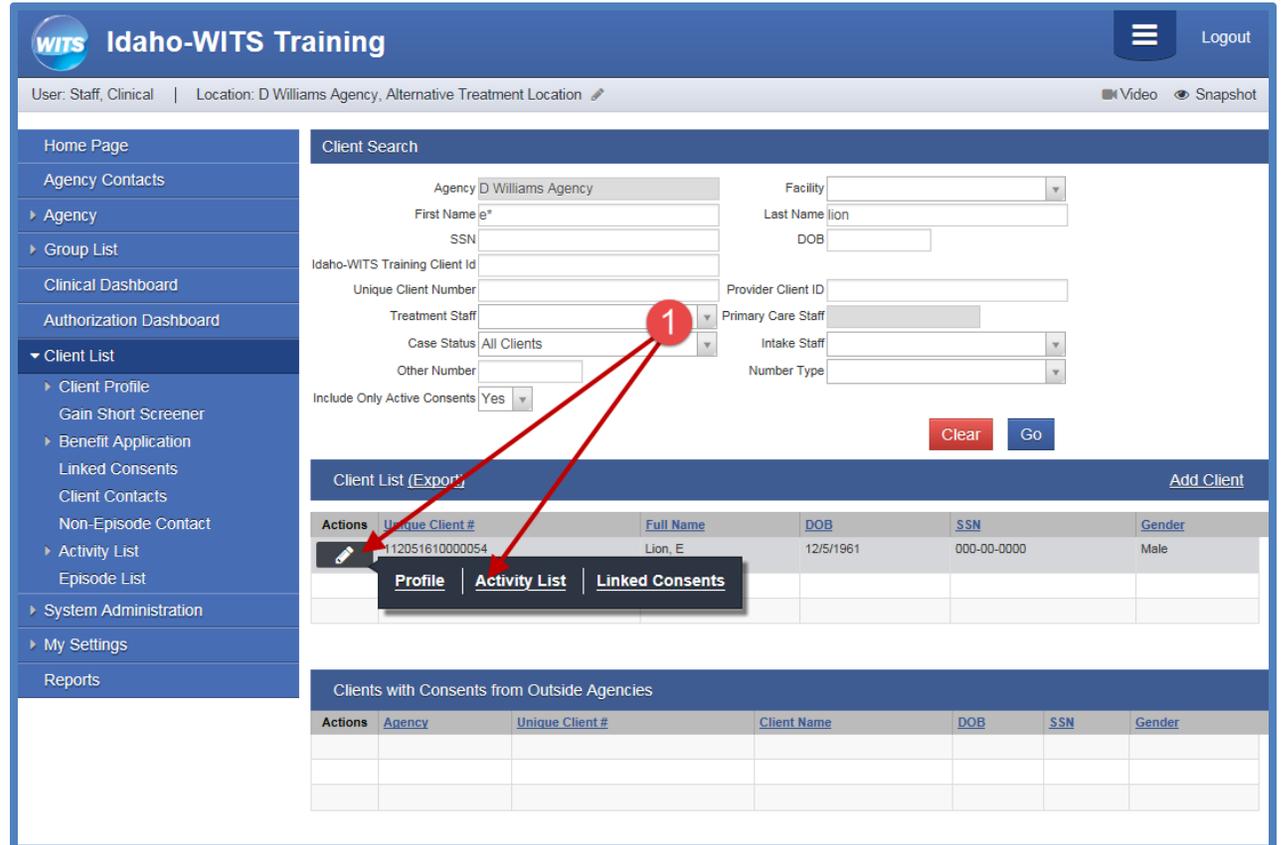


Adding a Primary Diagnosis to the Diagnosis List (effective 9/28/15)

These instructions are to be used to add a new diagnosis for clients with completed Admissions after WITS has been updated with DSM-5\ICD-10. The “Edit Diagnosis” Permission will be required in order to access the Diagnosis List.

1. **Getting here:** Login, select the **Facility**, select **Client List** on the Navigation Pane (left menu) to generate the Client Search Screen, find client, click  and select **Activity List**.



The screenshot displays the WITS Idaho-WITS Training interface. The top navigation bar includes the WITS logo, the text "Idaho-WITS Training", and a "Logout" button. Below the navigation bar, the user information shows "User: Staff, Clinical" and "Location: D Williams Agency, Alternative Treatment Location". The main content area is divided into a left navigation pane and a right main area. The left pane lists various options, with "Client List" selected. The right main area contains a "Client Search" form with fields for Agency, Facility, First Name, Last Name, SSN, and DOB. Below the search form is a "Client List (Export)" table with columns for Actions, Unique Client #, Full Name, DOB, SSN, and Gender. A client record for "Lion, E" is visible, with a red circle and arrow pointing to the "Activity List" link in the Actions column. Below the main table is a section for "Clients with Consents from Outside Agencies" with a similar table structure.

Actions	Unique Client #	Full Name	DOB	SSN	Gender
 Profile Activity List Linked Consents	112051610000054	Lion, E	12/5/1961	000-00-0000	Male

Actions	Agency	Unique Client #	Client Name	DOB	SSN	Gender

2. Select **Diagnosis List** on the Navigation Pane.

User: Staff, Clinical | Location: D Williams Agency, Alternative Treatment Location | Snapshot

Client: Lion, E | 112051610000054 | 2 | Clear Client

Home Page
Agency Contacts
Agency
Group List
Clinical Dashboard
Authorization Dashboard
Client List
Client Profile
Gain Short Screener
Benefit Application
Linked Consents
Client Contacts
Non-Episode Contact
Activity List
Intake
Fee Determination
Wait List
Screening
Assessments
Diagnosis List
Admission
Program Enroll

Client Activity List

Actions	Activity	Activity Date	Created Date	Status
	Client Information (Profile)	3/5/2015	11/4/2014	Completed
	Intake Transaction	3/5/2015	3/5/2015	Completed
	Admission	3/25/2015	5/29/2015	Completed
	Client Program Enrollment (Adult Outpatient)	3/25/2015	3/5/2015	Enrollment In Progress (Details)
	Diagnosis Summary	5/29/2015	5/29/2015	Not Applicable

3. Click **Add New Diagnosis**.

ms Agency, Alternative Treatment Location | Snapshot

Client: Lion, E | 112051610000054 | 2 | Clear Client

Diagnosis List [Add New Diagnosis](#)

Actions	Principal Behavioral (Primary)	Principal Medical	Source	Created Date	Created By	Effective Date & Time	Expiration Date & Time	Diagnosing Clinician
	Alcohol Abuse		Admission	5/29/2015	Staff, Clinical	5/29/2015 11:37 AM		

4. Click **Review Prior Diagnosis** to view the previous diagnosis or go to step 6.

ms Agency, Alternative Treatment Location Snapshot

Client: Lion, E | 112051610000054 | 2 Clear Client

Client Diagnosis Edit Diagnosis

Primary
Secondary
Tertiary

Effective Date: 9/22/2015 Time: 1:29 PM
Expiration Date: Time:
Diagnosing Clinician:
GAF Score:

Behavioral Diagnosis	Code	Description	Comments	Principal

Medical Diagnosis	Code	Description	Comments	Principal

Psychosocial Diagnosis	Code	Description	Comments	Principal

Cancel Save Finish

Actions

[Review Prior Diagnosis](#)

5. Click **Finish**.

ms Agency, Alternative Treatment Location  Snapshot 

Client: Lion, E | 112051610000054 | 2 Clear Client 

Client Diagnosis

Primary Based on Clinical Impressions?

Secondary Based on Clinical Impressions?

Tertiary Based on Clinical Impressions?

Axis I	Code	Description	Comments	Principal	Created/Updated

Axis II	Code	Description	Comments	Principal	Created/Updated

Axis III	Code	Description	Comments	Principal	Created/Updated

Axis IV	Code	Description	Comments	Principal	Created/Updated

Axis V Based on Clinical Impressions?

Actions

Finish 

6. Click **Edit Diagnosis**.

ms Agency, Alternative Treatment Location  Snapshot

Client: Lion, E | 11205161000054 | 2 Clear Client

Client Diagnosis [Edit Diagnosis](#)

Primary
Secondary
Tertiary

Effective Date: 9/22/2015  Time: 1:20 PM
Expiration Date: Time:
Diagnosing Clinician:
GAF Score:

	Code	Description	Comments	Principal
Behavioral Diagnosis				

	Code	Description	Comments	Principal
Medical Diagnosis				

	Code	Description	Comments	Principal
Psychosocial Diagnosis				

Cancel Save Finish

Actions

[Review Prior Diagnosis](#)

7. Select **Behavioral** as the Type of Diagnosis.

8. Select the Diagnosis.

NOTE: The list of diagnoses is searchable by the DSM-IV/ICD-9 code, the name of the diagnosis, or the DSM-5/ICD-10 code.

9. Change Principal Diagnosis to **YES**.

10. Click **Save**.

ms Agency, Alternative Treatment Location Snapshot

Client: Lion, E | 112051610000054 | 2 Clear Client

Client Diagnosis

Type: Behavioral

Diagnosis: F10.10 (305.00) Alcohol abuse, uncomplicated(ICD) Principal Diagnosis: Yes

Based on Clinical Impressions?

Comments:

Clear Save

Behavioral Diagnosis

Actions	Code	Description	Comments	Principal

Medical Diagnosis

Actions	Code	Description	Comments	Principal

Psychosocial Diagnosis

Actions	Code	Description	Comments	Principal

Finish

11. **Add additional diagnosis if applicable** and click **Finish**.

ms Agency, Alternative Treatment Location  Snapshot

Client: Lion, E | 112051610000054 | 2  Clear Client

Client Diagnosis

Type

Diagnosis Principal Diagnosis

Comments

Based on Clinical Impressions?

Behavioral Diagnosis

Actions	Code	Description	Comments	Principal
	F10.10	Alcohol abuse, uncomplicated		Yes

Medical Diagnosis

Actions	Code	Description	Comments	Principal

Psychosocial Diagnosis

Actions	Code	Description	Comments	Principal

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12. Select a **Diagnosing Clinician** if applicable.

13. Click **Save** and **Finish**.

ms Agency, Alternative Treatment Location Snapshot

Client: Lion, E | 112051610000054 | 2 Clear Client

Client Diagnosis Edit Diagnosis

Primary Effective Date Time

Secondary

Tertiary

Expiration Date Time

Diagnosing Clinician GAF Score

Behavioral Diagnosis	Code	Description	Comments	Principal
	F10.10	Alcohol abuse, uncomplicated		Yes

Medical Diagnosis	Code	Description	Comments	Principal

Psychosocial Diagnosis	Code	Description	Comments	Principal

Actions