



# Guide for IYTP

## UPDATING THE OBSERVATION

## VERBATIM FIELD ON THE

## GAIN-I ASSESSMENT HEADER

1. Search for the client in the **Client List**.
2. Click **Activity List** under Actions.
3. Click **Assessments** on the Navigation Pane (left menu) and click **GAIN**.
4. Click **Sync Client Profile** and click **Perform GAIN Assessment**.

The screenshot shows the 'Client Search' interface. On the left is a navigation menu with 'Client List' expanded. The main area contains search filters for Agency, Facility, First Name, Last Name, SSN, DOB, Unique Client Number, Provider Client ID, Treatment Staff, Primary Care Staff, Case Status, Intake Staff, and Other Number. A red circle '1' highlights the 'Last Name' field. Below the filters are 'Clear' and 'Go' buttons. A table titled 'Client List (Export)' shows a client with Unique Client # 20104194098701P and Name Orchard, Apple. A red circle '2' highlights the 'Activity List' button in the Actions column. Below the table is a section for 'Clients with Consents from Outside Agencies'.

The screenshot shows the 'Assessments' section of the WITS interface. A notification at the top states 'Successfully Synced at 12:32 PM on Monday, March 30, 2015.' Below is a list of GAIN-I assessments with columns for Actions, GAIN Domain, GAIN Template, Assessment Date, and Last Updated Date. A red circle '4' highlights the 'Perform GAIN Assessment' button. On the left navigation menu, 'Assessments' is expanded, and 'GAIN' is highlighted with a red circle '3'. Below the table are 'Administrative Actions' including 'Sync Client Profile', 'Perform GAIN Assessment', 'Download/Update GAIN Summaries', and 'Update GAIN Episode ID'.

5. GAIN ABS will display in a separate window. Click **GAIN-I {Conducted on....}** under the correct Treatment Episode.

6. The menu on the left will change. Click **Continue With Interview**.

GAIN ABS  
Ver.1.1.3.8 Idaho Test Main Search Logout ? Chestnut Health Systems

Client Record View  
**Apple Orchard**

- Client Record
  - Treatment Episode 1
    - GAIN-I {Conducted on 12/16/2014 }
    - GRRS {Conducted on 12/17/2014 }
  - Treatment Episode 2
    - GAIN-I {Conducted on 3/16/2015 }**
    - GRRS {Conducted on 3/16/2015 }

GAIN ABS  
Ver.1.1.3.8 Idaho Test Main Search Logout ? Chestnut Health Systems

Client Record View  
**Apple Orchard**

- GAIN-I {Conducted on 3/16/2015 }
  - Continue With Interview**
  - Edit Data Entry
  - View Assessment
  - Run Validity Report
  - Run PFR Report
  - Run Short Text Report
  - Run Full Assessment Report
  - Run ICP Report
- Client Record
  - Treatment Episode 1
    - GAIN-I {Conducted on 12/16/2014 }
    - GRRS {Conducted on 12/17/2014 }
  - Treatment Episode 2
    - GAIN-I {Conducted on 3/16/2015 }
    - GRRS {Conducted on 3/16/2015 }

7. Enter **IYTP** into the **Observation Verbatim** field.
8. Click **Save** and then click **Cancel**.
9. Click **Logout**. This will only log you out of GAIN ABS. You may close this window and go back to WITS at this time.

**GAIN ABS** Ver. 1.1.3.8 Chestnut Health Systems

### Assessment Header

Instrument Type : GAIN-I  
 Instrument Version : 5.6  
 Template : GAIN-I 5.6.2 Full  
 Interactive  Data Entry  
 Data Entry Staff Id : 402  
 Initial Key Date : 3/16/2015  
 Initial Key Time :  
 Edit Staff ID : 402  
 Edit Date : 3/16/2015  
 Study Site ID : Idaho Test  
 Local Site ID :  
 Staff Id : Kymberlee Schreiber -  
 Staff Initials : KS  
 Language : English

Participant ID : 10749  
 Treatment Participant ID :  
 Participant Last Name : Orchard  
 Participant First Name : Apple  
 Participant Middle Initial :  
 Social Security Number : 003-12-0987  
 Other/State ID :  
 Observation Value : 0  
**7** Observation Verbatim : IYTP  
 Assessment Date : 3/16/2015  
 Reference Date :  
 What time is it? : 11:00  
 Is it currently morning or afternoon (AM/PM)? :  Morning  Afternoon

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Begin Interview Save Cancel

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Client Record View  
**Apple Orchard** 9

Client Record

- [-] Treatment Episode 1
  - GAIN-I {Conducted on 12/16/2014 }
  - GRRS {Conducted on 12/17/2014 }
- [-] Treatment Episode 2
  - GAIN-I {Conducted on 3/16/2015 }
  - GRRS {Conducted on 3/16/2015 }