Important User Information for ITPS

Stu Forman
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Throughout ITPS, there are lists of records, with Add, View, Edit and Delete buttons to the right of the. This is an example:

The method for using these lists is meant to involve highlighting a record (by single-clicking on the gray rectangle with the arrow in it to the left of the intended record) and then clicking on one of the four buttons to the right. Instead, some users have typed directly into the text boxes in the lists. (It was my error not to make these lists impermeable to direct typing.)

The end result of this is that extraneous information was added to system lists, and this began appearing in other treatment plans. The system lists have now been corrected. People who have been using the system properly should be all set. (If you had a problem with a treatment plan you printed, simply print it again, and you should be all set. Please use the new Service Plan version, which has proven to be much more useful.) People who added "As evidenced by…" information directly to these lists will now need to use the Edit button to enter this information into the appropriate fields.

I regret any inconvenience. Please review the Treatment Planning Manual if you need any further guidance.