

Risk Factors Module

The Risk Factor module allows users to document any risk factors for a particular client. As well, they can activate the “red flag” or “moderate flag” from this particular module.



****TIPS AND TRICKS* - The list shown in the Risk Factors is dynamic, meaning CRMS Administrators can customize this list using the Category Table Editor in the Administration module.***

1. Access the CRMS Search Engine as described on page 16.
2. Locate the desired client by following instructions on page 50.
3. Open the client file and navigate to the **Risk Factors** module as shown in Figure 355.

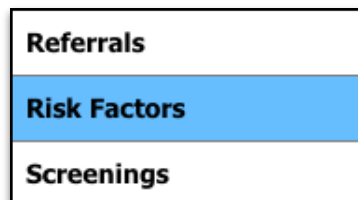


Figure 355 - Risk Factors Module

4. The Risk Factors module will then appear on screen as demonstrated in Figure 356.

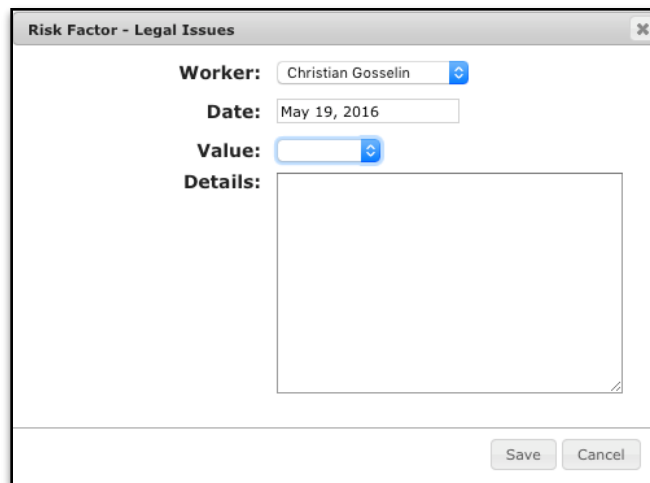
Red Flag	
Moderate Flag	
Harm to Self	?
Harm to Others	?
Inability to Care for Self	?
Financially Incapable	?
Legal Issues	?
Substance Abuse	?
Serious Medical	?
Other Risks	?

Admission	Date	Worker	Name	Value	Details

☐ Show for all Admissions

Figure 356 - Risk Factors Module

5. To modify a risk factor, click on the desired row to be modified. The Risk Factor Editing Dialog will appear as illustrated below in Figure 357.



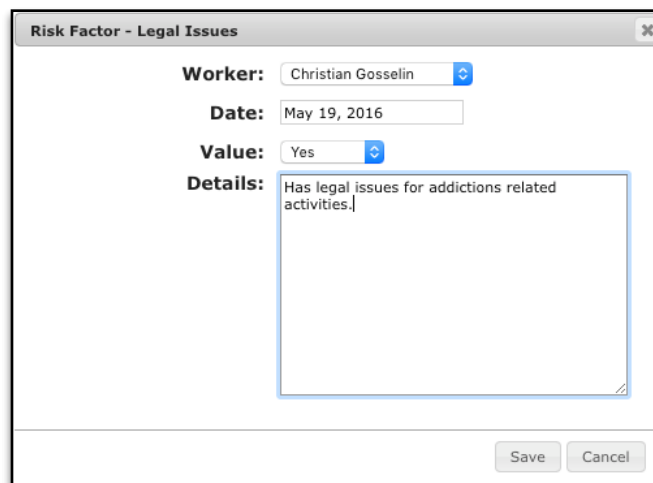
The dialog box is titled "Risk Factor - Legal Issues". It contains the following fields:

- Worker:** A dropdown menu showing "Christian Gosselin".
- Date:** A text input field showing "May 19, 2016".
- Value:** A dropdown menu that is currently empty.
- Details:** A large text area that is currently empty.

At the bottom right, there are two buttons: "Save" and "Cancel".

Figure 357 - Risk Factor Editing Dialog

6. Modify the fields as necessary. When satisfied, click **Save** to finalize the process.
7. Figure 358 demonstrates the Risk Factor Editing Dialog prior to saving.



The dialog box is titled "Risk Factor - Legal Issues". It contains the following fields:

- Worker:** A dropdown menu showing "Christian Gosselin".
- Date:** A text input field showing "May 19, 2016".
- Value:** A dropdown menu showing "Yes".
- Details:** A text area containing the text "Has legal issues for addictions related activities."

At the bottom right, there are two buttons: "Save" and "Cancel".

Figure 358 - Risk Factor Editing Dialog Prior to Saving

8. The Risk Factor Editing Dialog will automatically close and the Risk Factors module will be refreshed.

Admission	Date	Worker	Name	Value	Details
2	19-May-2016	Christian Gosselin	Legal Issues	Yes	Has legal issues for addictions related activities...

Figure 359 - Risk Factor Module Refreshed After Saving

9. The main Risk Factors module will also automatically refresh to reflect the newly saved data.
10. This is shown in Figure 360.

Financially Incapable	?
Legal Issues	✓

Figure 360 - Main Risk Factors Module Refreshed

Show for All Admissions

When accessing a client file whom has multiple referrals (.01, .02, .03, etc.), users can use the “Show for All Admissions” checkmark to easily review across all referrals without the need to open each individual file.

1. Refer to page 164 on how to access the Risk Factors module.
2. At the bottom of the module, locate and check the **Show for All Admissions** check mark as illustrated on Figure 361.

Admission	Date
2	19-May-2016

☐ Show for all Admissions

Figure 361 - Show for All Admissions Checkmark

3. The Risk Factors module will then automatically refresh to display Risk Factors data across all of the clients' referrals.