

myAvatar™

Avatar Reports

Table of Contents

WHO CAN PERFORM THIS FUNCTION?	2
UNDERSTANDING AVATAR REPORTS FOR ADMINISTRATORS	2
MENU PATH	2
Other Reports	3

myAvatar™ Avatar Reports

This lesson lists a wide variety of reports available in Avatar.

See Lesson 8 in the Introduction to Avatar lesson for instructions on how to navigate in Crystal Reports.

Lesson Objectives

- Learn to access reports
- Understand how the report window works

WHO CAN PERFORM THIS FUNCTION?

Administrators can access the reports listed in this lesson.


UNDERSTANDING AVATAR REPORTS FOR ADMINISTRATORS

The following reports are displayed in Crystal Reports software, which works in conjunction with Avatar. (See Lesson 8 in the Introduction to Avatar lesson for instructions on how to navigate in Crystal Reports.)

MENU PATH

Avatar → PM → Reports → <report name>

The following reports are available to administrators:

- MMEF
 - MMEF Lookup by MedsID Descriptive
 - MMEF Clients with an Invalid SSN
 - MMEF Lookup by Name and DOB
 - MMES Lookup by CIN
 - MMEF Clients Coded 9 in Other Coverage
 - MMEF Different Patient DOBs with Avatar
 - MMEF Lookup by MEDS ID
- Payor UMDAP <language>
 - Print this report to display the client's monthly obligation
 - Obtain the client's signature and the mental health representative's signature, and scan the signed document into Avatar
- BHRS Episode Display
 - By client. Includes all episodes in Avatar, both open and closed, from July 1, 2004. Use VAX to review earlier episodes.
- BHRS Service Display
 - By client and episode.
- BHRS Face Sheet
 - The face sheet contains links to several reports that are useful to administrators, which you can access through the face sheet or the Avatar PM  Reports menu.
 - Episode History
 - Demographic History
 - Diagnosis History
 - Attending Practitioner (Primary Therapist)

- Treatment History
- Progress Notes (Last 6 Months)
- Client Relationships
- Medication History (InfoScriber)
- BHRS MIS Ledger
 - By client and date range. Shows all services recorded for the client for the date range. Indicates billing status as well.
- BHRS Client Financial Report
- BHRS Service Fee Report
- Patient Laboratory Labels
 - Prints labels to attach to Lab Corp laboratory orders.
- Program Census Report
 - By team and Date. Lists all clients open to the program on the date selected. Includes Client ID, Episode Admit Date, Client Name, Sex, DOB, Therapist, Psychiatrist, Client Alias Name (first one).
- BHRS Discharges by Date
- BHRS Program Guarantor Census Report
- BHRS Admits by Date Report
- InfoScriber Medications Report
 - By client. Lists client allergies recorded in InfoScriber as well as current prescriptions. Prescription information includes: Order Date, Drug & Dose, Physician, Refills, End Date, and Pharmacy.

OTHER REPORTS

There are many clinical reports listed in the Avatar CWS menu (Avatar CWS → Reports → <report name>). You may want to look at that menu option to see what other reports are available.