

CLIENT NOTES

Client: JACK ALLENS

Case#: 305

Type Group 1 Afternoons
Entered By: SAM SPADE, Case Manager
Date 12/01/2008 **Subject:** Group note sample
Group notes are attached to all clients in a group that you selected from those listed.

Pre-defined statements can also be pasted into the group note area.

You may add individual sidebar notes for a specific client that will be attached to this group note.

Type
Entered By: SAM SPADE, Case Manager
Date 12/01/2008 **Subject:** Sample Note
Progress notes may be added by case for the client. Once entered they are locked to prevent changing information as may be required by courts.

You can also setup general pre-defined statements that can be pasted into a note to eliminate typing and save time. There is no limit on the number of notes entered for a case daily and over the course of the treatment.

When printing progress notes you may also include any Group notes for a group the client was part of.

Type Group 1 Afternoons
Entered By:
Date 12/01/2008 **Subject:** Side Bar Note
This is a sample of a sidebar note for the client case 305.

Client left group session early.

Again you have the option of selecting any general pre-defined statements and pasting them into the note. For example you may set-up the statement:

Client caused a disturbance during group session and was asked to leave.