

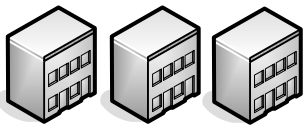
Global, National, or Regional System

The QQ Analyst system is designed to meet the needs of a Division or Organization that provides mental health services for a global, national, or regional area. The system is composed of multiple isolated agencies that serve distinct areas such as a city, state, or county. System wide settings such as the Setting of Care list, Diagnosis list, Session Timeout value, and Clinician Task List Reminder are determined at the Division level.



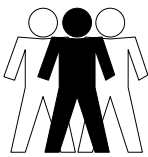
Agency or Service Provider

An isolated agency is created for each service provider to contain all of the clinics, employees, clients, and questionnaires for that entity. Records cannot be shared between agencies, so if a client receives treatment at more than one agency they will have to have separate accounts created. Each agency will define the Medical Record Numbers (MRNs) used for their clients and the system will prepend a 3-4 character Agency Prefix Code to make sure that all MRNs are globally unique.



Clinic or Treatment Program

Each agency contains one or more clinics, which represent physical locations or different treatment programs. Clients are assigned to one Clinic, but they can receive questionnaires from multiple clinics or programs. Employees are assigned access to one or more clinics, and a clinic is also associated with a State and County for aggregate reporting.



Supervisor

The Supervisor role is exactly the same as the Clinician role, but they can have both clients as well as other clinicians assigned to them. A Supervisor that is assigned the Standard access level can view all of their own client records and the client records for the clinicians that they supervise.



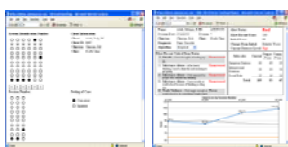
Clinician

Each client will be assigned to one Primary Clinician. Multiple Secondary Clinicians can also be assigned to a client so that other clinicians can view the client record and be part of the treatment team. Clinicians that are assigned the Standard access level will only be able to view client records for which they are a Primary or Secondary Clinician.



Client

A client record must be added to QQ Analyst before they can complete a questionnaire. To create a new client record you must enter the following information: First name, Middle name*, Last Name, Medical Record Number, Date of Birth, Gender, Diagnosis*, Clinic, Primary Clinician, Secondary Clinicians*, and Default instrument. (* means optional)



Questionnaire and Feedback Report

A feedback report will be generated for each questionnaire that the client completes. When adding a new questionnaire you must select the Setting of Care and Administering Clinic (used for tracking purposes), but the date of administration and the session number will automatically be generated.