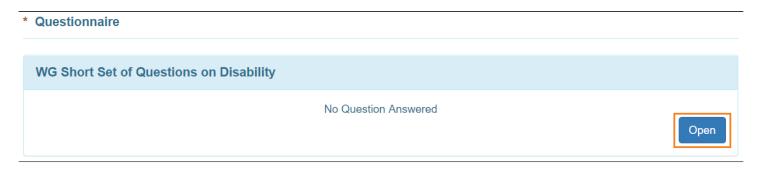


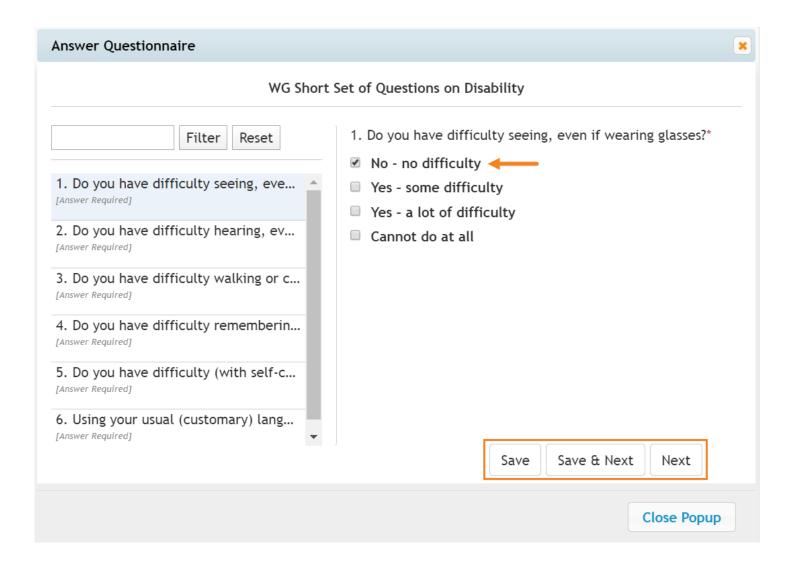
## **Answer Questionnaire using Case Note Module**

**1.** To enter answers to the questions in the 'Questionnaire', click on the **Open** button in the **Questionnaire** section on the **Case Note** module.



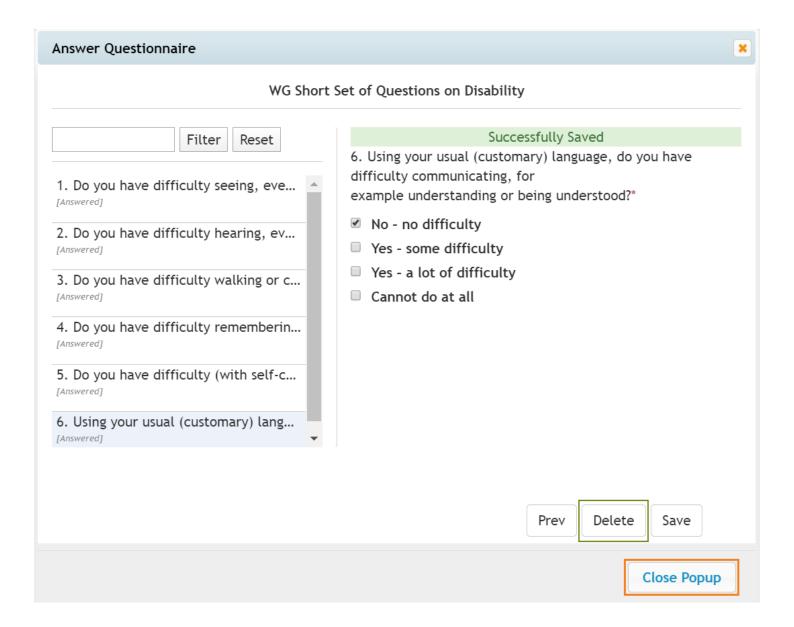
2. Select the question and enter the answer. Click on the **Save & Next** button to save the answer and go to the next question.





**3.** After clicking on the **Save** button, a success message will be displayed indicating that the answer has been saved. You may edit the answer or click on the **Delete Answer** button to remove the answer. Click on the **Close Popup** button to go back to the Case Note form.





**4.** After clicking on the **Close Popup** button, you will receive a reminder message to save the Case Note after closing the popup window. Click on the **OK** button to proceed to the Case Note.



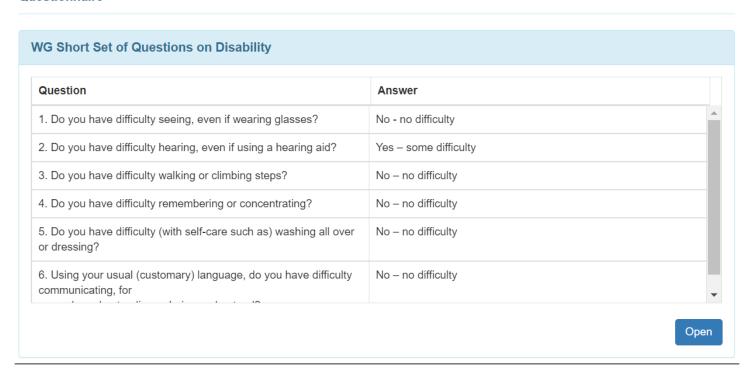
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Please remember to Save/Update the Case Note form after closing the pop-up.



The saved answers of the questions will appear in the 'Questionnaire' section. If the Questionnaire section is required, then you need to answer the required questions of the Questionnaire before saving/submitting the Case Note.

## Questionnaire





## **Note:**

Once done answering the questionnaire, don't forget to click on the **Save/Submit** button located at the bottom of the **Case Note** form according to your need.

