

## Individual Home Page - Overview

**Individual Home Page** allows care providers to find a wide range of person-centered information regarding an individual's background, support programs/plans, health information, incident reporting and activities, all within the same area. Integrated tabs allow convenient access to the information of an **individual**.

In order to access the **Individual Home Page**, users will need to be assigned with the **Individual Home Page** role.

- [Search Individual in Individual Home Page](#)
- [Individual Home Page - Overview of Tabs](#)
  - [Home Tab](#)
  - [Profile Tab](#)
  - [Plans Tab](#)
  - [Case Status Tab](#)

### Search Individual in Individual Home Page

1. Click on **All** or **Recently Accessed** links as required for the Individual Home Shows option under the Settings tab.

Program: No Program Selected

Choose Program

Profile: Initial

Module:

To Do

Individual

Health

Agency

Billing

Admin

Agency Reports

Individual Home Page

Settings

## My Settings

Personal Details [Edit](#)

Self Password Reset [Configure](#)

Super Admin List [View](#)

Password [Change](#)

Test Mode [On | Off](#)

SComm Settings [Configure](#)

Individual Home Shows [All | Recently Accessed](#)

### Issue Tracking

[New](#)  
[My Issues](#)

### SComm











[Inbox \(1\)](#)  
[Sent Items](#)  
[Compose](#)  
[Drafts \(1\)](#)  
[Custom User Group](#)  
[Message Audit](#)  
[Delete Message Content](#)

### Classes






















[Overdue](#)  
[Due](#)  
[Sign up](#)  
[View Sign ups](#)  
[View Results/Notes](#)

**Note:** The settings beside 'Individual Home Shows' can be toggled only once during a login session. If one of the options (**All** or **Recently Accessed**) is selected the first time, the text color will change to gray. After this action, users will not be able to toggle to the other option unless they log out and login again.



















- If **All** is selected, then all individuals in the user's caseload will be displayed alphabetically, with 20 individuals appearing per page.

To Do	Name <input type="text"/>	<b>Issue Tracking</b>
Individual	<a href="#">Advanced Search</a>	New My Issues
Health	<input checked="" type="radio"/> 1 <input type="radio"/> 2 <input type="radio"/> 3 <input type="radio"/> 4 <input type="radio"/> 5 <input type="radio"/> 6 <input type="radio"/> 7 <input type="radio"/> 8 <input type="radio"/> 9 <input type="radio"/> 10 <input type="radio"/> 11 <input type="radio"/> 12 <input type="radio"/> 13 <input type="radio"/> 14	<b>SComm</b>
Agency	<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;">  <p><b>Luis Gabriel</b> 20120102</p> </div> <div style="width: 45%;">  <p><b>Aaliyah Candice</b></p> </div> </div>	<b>Inbox (1)</b> Sent Items Compose Drafts (1) Custom User Group Message Audit Delete Message Content
Billing	<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;">  <p><b>Abdul Karim</b></p> </div> <div style="width: 45%;">  <p><b>Abdullah Ali</b> 101002</p> </div> </div>	<b>Classes</b>
Admin	<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;">  <p><b>Abdullah Khan</b></p> </div> <div style="width: 45%;">  <p><b>Abdullah Rahman</b> 101002</p> </div> </div>	Overdue Due Sign up View Sign ups View Results/Notes Training History Training Profile
<b>Individual Home Page</b>	<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;">  <p><b>Abdur Rahman</b></p> </div> <div style="width: 45%;">  <p><b>Abdur Rahim</b></p> </div> </div>	<b>Appointments</b>
Settings	<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;">  <p><b>Abdur Rahman</b></p> </div> <div style="width: 45%;">  <p><b>Abir Rahman</b></p> </div> </div>	Weekly (1)

- If **Recently Accessed** is selected, then users will view the recently accessed individuals (25 max) listing the most recently accessed individual first.

To Do	Name <input type="text"/>	Issue Tracking <span style="float: right;">⋮</span>																
Individual	<a href="#">Advanced Search</a>	New My Issues																
Health	<b>Recently Accessed Individuals</b>	SComm <span style="float: right;">⋮</span>																
Agency	<table border="1" style="width: 100%;"> <tr> <td style="text-align: center;"></td> <td><b>Isaac Abraham</b> 35263</td> <td style="text-align: center;"></td> <td><b>Luis Gabriel</b> 20120102</td> </tr> <tr> <td style="text-align: center;"></td> <td><b>Paul Frances</b></td> <td style="text-align: center;"></td> <td><b>Niloy Chowdhury</b></td> </tr> <tr> <td style="text-align: center;"></td> <td><b>Anwar Bakari</b></td> <td style="text-align: center;"></td> <td><b>Angela Mary</b></td> </tr> <tr> <td style="text-align: center;"></td> <td><b>Aaliyah Candice</b></td> <td></td> <td></td> </tr> </table>		<b>Isaac Abraham</b> 35263		<b>Luis Gabriel</b> 20120102		<b>Paul Frances</b>		<b>Niloy Chowdhury</b>		<b>Anwar Bakari</b>		<b>Angela Mary</b>		<b>Aaliyah Candice</b>			Inbox (1) Sent Items Compose Drafts (1) Custom User Group Message Audit Delete Message Content
	<b>Isaac Abraham</b> 35263		<b>Luis Gabriel</b> 20120102															
	<b>Paul Frances</b>		<b>Niloy Chowdhury</b>															
	<b>Anwar Bakari</b>		<b>Angela Mary</b>															
	<b>Aaliyah Candice</b>																	
Agency Reports		Classes <span style="float: right;">⋮</span>																
Individual Home Page		Overdue Due Sign up View Sign ups View Results/Notes Training History Training Profile																
Settings		Appointments <span style="float: right;">⋮</span>																
		Weekly (1)																

2. You can search for individuals using the Name text box. Typing in the first few letters of an individual's name will display an auto complete drop down list of individual names that match with the name entered.

To Do	Name <input type="text" value="Luis"/> Luis Gabriel / 20120102	Issue Tracking <span style="float: right;">⋮</span>												
Individual	Recently Accessed Individuals	New My Issues												
Health	<table border="1" style="width: 100%;"> <tr> <td style="text-align: center;">  </td> <td> <b>Isaac Abraham</b>            35263         </td> <td style="text-align: center;">  </td> <td> <b>Paul Frances</b> </td> </tr> <tr> <td style="text-align: center;">  </td> <td> <b>Niloy Chowdhury</b> </td> <td style="text-align: center;">  </td> <td> <b>Anwar Bakari</b> </td> </tr> <tr> <td style="text-align: center;">  </td> <td> <b>Angela Mary</b> </td> <td style="text-align: center;">  </td> <td> <b>Aaliyah Candice</b> </td> </tr> </table>		<b>Isaac Abraham</b> 35263		<b>Paul Frances</b>		<b>Niloy Chowdhury</b>		<b>Anwar Bakari</b>		<b>Angela Mary</b>		<b>Aaliyah Candice</b>	SComm <span style="float: right;">⋮</span>
	<b>Isaac Abraham</b> 35263		<b>Paul Frances</b>											
	<b>Niloy Chowdhury</b>		<b>Anwar Bakari</b>											
	<b>Angela Mary</b>		<b>Aaliyah Candice</b>											
Agency		Inbox (1) Sent Items Compose Drafts (1) Custom User Group Message Audit Delete Message Content												
Billing		Classes <span style="float: right;">⋮</span>												
Admin		Overdue Due Sign up View Sign ups View Results/Notes Training History												
Agency Reports														
Individual Home Page														
Settings														

## Individual Home Page - Overview of Tabs


Below are the available tabs on the **Individual Home Page** for Providers:

- **Home Tab**
- **Profile Tab**
- **Plans Tab**
- **Case Status Tab**

### Home Tab

After selecting an **individual**, **Home** tab will be opened containing information of that **individual**.

Therap<sup>®</sup> Global Dashboard Menu Imran (DEMOTG-TGD) Logout



**Luis Gabriel, 20120102** Admitted Switch Individual

Home Profile Plans Case Status

**Modules**

- ▶ Attendance
- ▶ Case Note
- ▶ General Event Reports (GER)
- ▶ GER Resolution
- ▶ Health Tracking
- ▶ ISP Data
- ▶ ISP Program
- ▶ MAR Data
- ▶ T-Log
- ▶ Time Tracking

Go To ▼

**View PDFs** 📄

Report

**ISP Programs**

Filter

Name	Start Date	End Date	Frequency	Schedule	ISP Data
ILEARN (Social) (Morning Shift (PHL))	03/01/2022				New
Activities of Daily Living (ADL) (Morning Shift (PHL))	02/01/2022				New
Luis_Academic Skills_PHL (Morning Shift (PHL))	02/01/2022				New
Luis_Self Help Skill_PHL (Morning Shift (PHL))	02/01/2022				New

Showing 1 to 4 of 4 entries

**Counts**

**ISP Data**

Acknowledge 4

**Upcoming**

**03/15/2022 06:00 PM**

An appointment is scheduled with Josef Elbert (DEMO Therapy Center); speciality is Neurology

- Users with appropriate roles can view each item under the 'Modules' section which can be expanded into a dropdown list, e.g., the T-Logs can be searched by expanding the list under '**T-Log**' and clicking on the **Search** link.

## Modules

- ▶ Attendance
- ▶ Case Note
- ▶ General Event Reports (GER)
- ▶ GER Resolution
- ▶ Health Tracking
- ▶ ISP Data
- ▶ ISP Program
- ▶ MAR Data
- ▼ T-Log
  - New
  - Search
- ▶ Time Tracking

- **'Go To'** section contains a list of links to a number of common modules. Clicking on the links will direct the user to the respective module.

## Go To



[Advance Directives](#)

[Album](#)

[Allergy Profile](#)

[Assessment List](#)

[Attached Files](#)

[Case Status](#)

[Contact List](#)

[Custom Fields](#)

[Diagnosis List](#)

[Guardian List](#)

[Individual Demographic Form \(IDF\)](#)

- 'ISP Programs' section alphabetically displays the approved ISP Programs of the **individual**. User can view the ISP Programs by clicking on the name of the form. Users can enter new ISP Data for these ISP Programs by clicking on the **New** link under the ISP Data column beside each ISP Program.

**ISP Programs**

Filter

Name	Start Date	End Date	Frequency	Schedule	ISP Data
iLEARN (Social) (Morning Shift (PHL))	03/01/2022				New
Activities of Daily Living (ADL) (Morning Shift (PHL))	02/01/2022				New
Luis_Academic Skills_PHL (Morning Shift (PHL))	02/01/2022				New
Lusi_Self Help Skill_PHL (Morning Shift (PHL))	02/01/2022				New

Showing 1 to 4 of 4 entries

- ‘Counts’ section will display the following counts and will remain in this section for the given number of days:
  - ISP Data Acknowledge: 30 days
  - ISP Program Worklist: 30 days
  - ISP Program Approve: 30 days
  - T-Log View: High 8 days, Medium 5 days and Low 3 days

Clicking on the numbers will direct the user to the respective list of forms.

## Counts

### ISP Data

Acknowledge

4

- 'Upcoming' section lists upcoming appointments and immunizations within the next 30 days. Clicking on a form name will open up that particular form.

## Upcoming

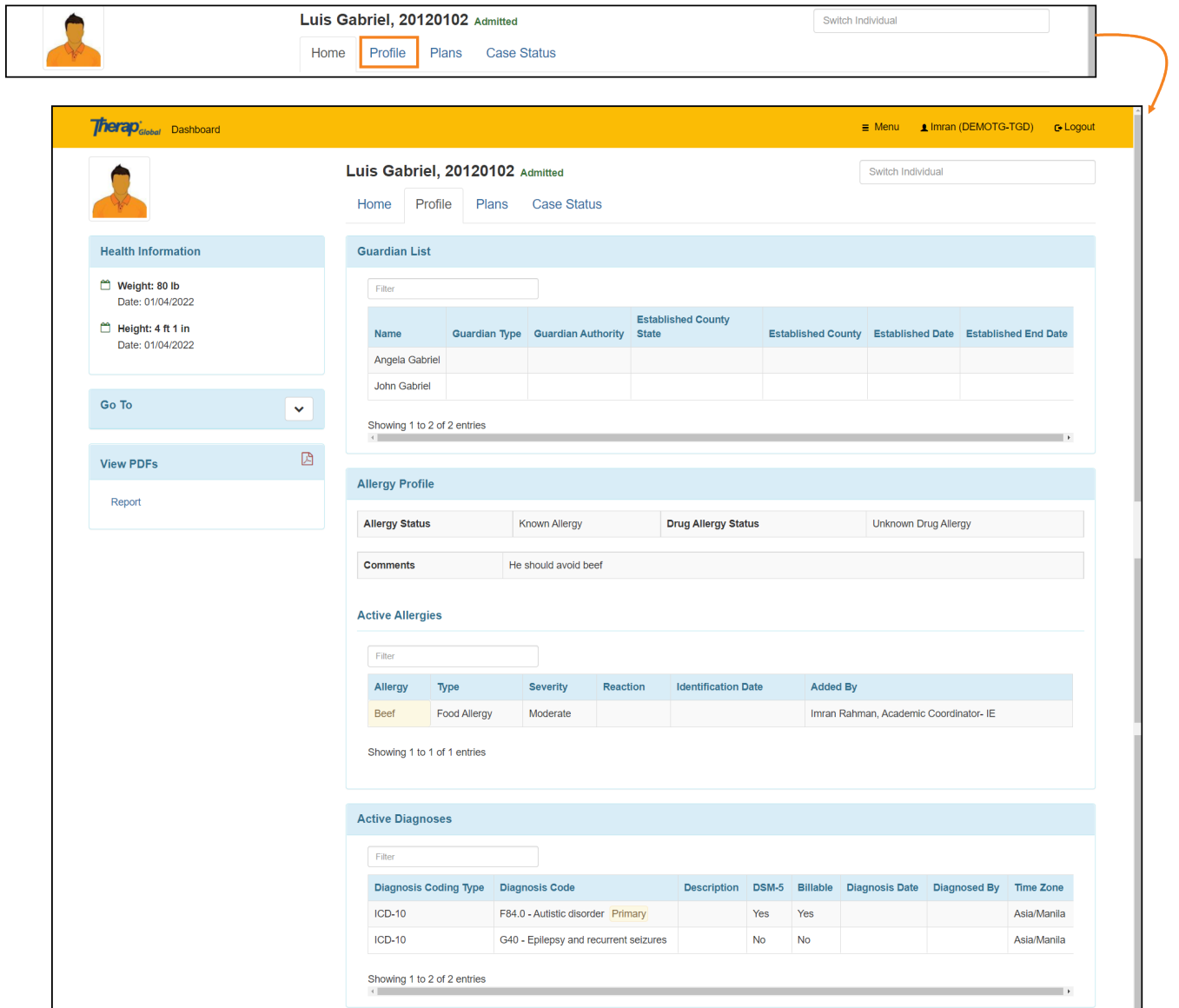
**03/15/2022 06:00 PM**

An appointment is  
scheduled with Josef  
Elbert (DEMO Therapy  
Center); specialty is  
Neurology

## **Profile Tab**

After selecting an individual, clicking on the Profile tab opens the profile related info such as **Health Information, Guardian List, Allergy Profile, Active Diagnoses**

along with **Go To** and **View PDFs** sections of that individual.



**Luis Gabriel, 20120102** Admitted

Home **Profile** Plans Case Status

Switch Individual

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Therap<sup>Global</sup> Dashboard Menu Imran (DEMOTG-TGD) Logout

**Luis Gabriel, 20120102** Admitted

Home Profile **Plans** Case Status

Switch Individual

**Health Information**

Weight: 80 lb  
Date: 01/04/2022

Height: 4 ft 1 in  
Date: 01/04/2022

**Go To** ▼

**View PDFs** 📄

Report

**Guardian List**

Filter

Name	Guardian Type	Guardian Authority	Established County State	Established County	Established Date	Established End Date
Angela Gabriel						
John Gabriel						

Showing 1 to 2 of 2 entries

**Allergy Profile**

<b>Allergy Status</b>	Known Allergy	<b>Drug Allergy Status</b>	Unknown Drug Allergy
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**Comments**

He should avoid beef

**Active Allergies**

Filter

Allergy	Type	Severity	Reaction	Identification Date	Added By
Beef	Food Allergy	Moderate			Imran Rahman, Academic Coordinator- IE

Showing 1 to 1 of 1 entries

**Active Diagnoses**

Filter


Diagnosis Coding Type	Diagnosis Code	Description	DSM-5	Billable	Diagnosis Date	Diagnosed By	Time Zone
ICD-10	F84.0 - Autistic disorder <span style="color: orange;">Primary</span>		Yes	Yes			Asia/Manila
ICD-10	G40 - Epilepsy and recurrent seizures		No	No			Asia/Manila

Showing 1 to 2 of 2 entries

- ‘Health Information’ section displays the latest height and weight of the **individual** entered in Height/Weight module under Health tab.

## Health Information


 **Weight: 80 lb**  
Date: 01/04/2022

 **Height: 4 ft 1 in**  
Date: 01/04/2022

## Plans Tab


After selecting an individual, clicking on the Plans tab display the following approved plans designed for the **individual**, including available approved date, review date, start date, and end date for each form:

- Behavior Plan
- Care Plan
- ISP Agenda
- ISP Plan
- Individual Support Plan
- Personal Focus Worksheet
- Staff Action Plan

 **Luis Gabriel, 20120102** Admitted

Home Profile **Plans** Case Status

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 **Luis Gabriel, 20120102** Admitted

Home Profile **Plans** Case Status

**Counts**

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**Go To**

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**View PDFs**

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Report

**Plans**


Filter

Name	Approved Date	Review Date	Start Date	End Date
Individual Support Plan: Assessment	03/14/2022		02/27/2022	02/28/2022
Individual Support Plan: Pre-Assessment	03/14/2022		12/15/2021	12/16/2021

Showing 1 to 2 of 2 entries


## Case Status Tab

After selecting an individual, clicking on the **Case Status** tab displays the names of the provider and the programs where the individual is enrolled and related information.

 **Luis Gabriel, 20120102** Admitted Switch Individual

Home Profile Plans **Case Status**

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 **Luis Gabriel, 20120102** Admitted Switch Individual

Home Profile Plans **Case Status**

**Go To** ▼

**View PDFs** 📄

Report

**Provider Enrollments**

Provider	Admission Status	Admission Date	Discharge Date
Therap Global Demonstration Provider	Admitted	01/02/2019	

**Program Enrollments**

Filter

Program	Enrollment Status	Enrollment Date	Discharge Date	Address	Primary Contact	Secondary Contact
Morning Shift (PHL) (Demo Site (Philippines))	Active	01/06/2019		Philippines		

Showing 1 to 1 of 1 entries