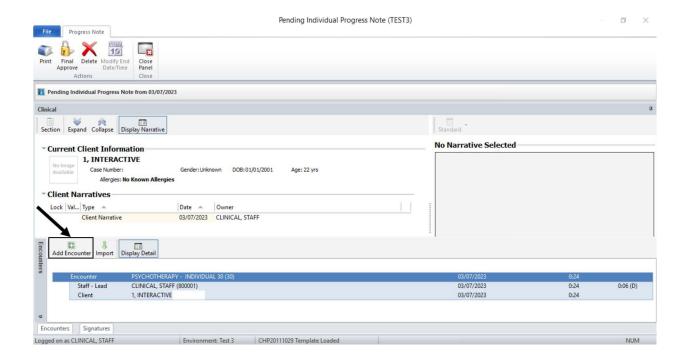
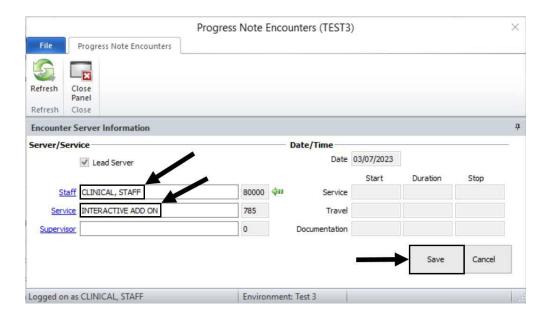
## Interactive Add On

## **Individual Progress Note**

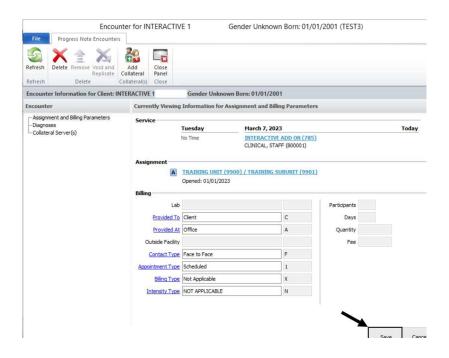
Complete the Client Narrative, Related Client Plan, and Encounters as you typically would. After entering the encounter, click the Add Encounter button.



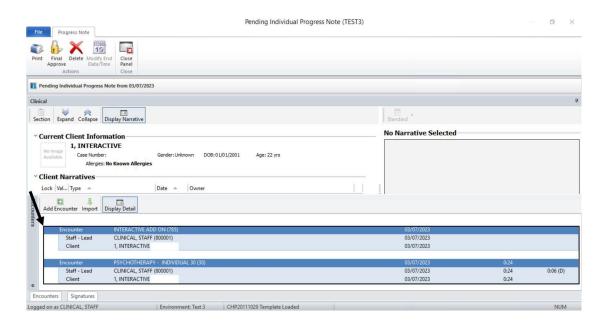
Enter the Staff ID, Service 785, and click Save.



Follow the standard process of completing the Assignment and Billing Parameters, Diagnoses, and clicking Save.



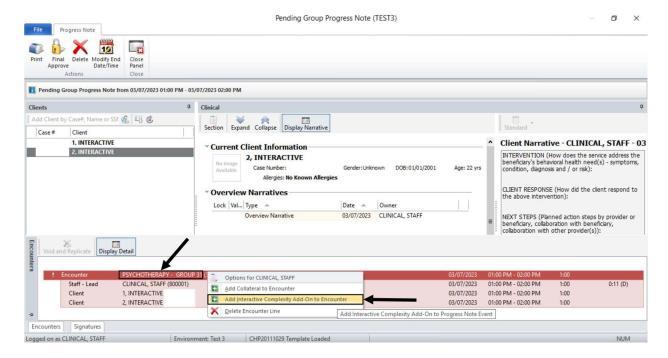
The second encounter is now attached to the progress note.



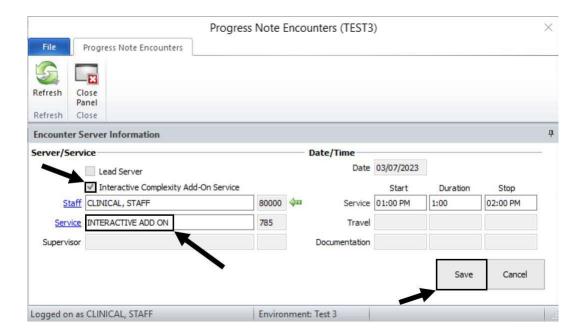
Complete the Signatures as you typically would, and Final Approve.

## **Group Progress Note**

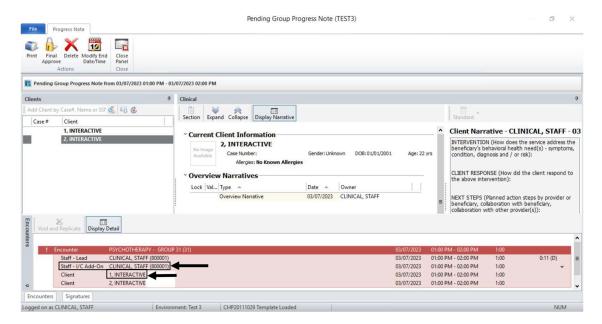
Complete the Overview Narrative, Client Narratives, Related Client Plans, and Encounters as you typically would. Right click on the red Encounter row, and click Add Interactive Complexity Add-On to Encounter.



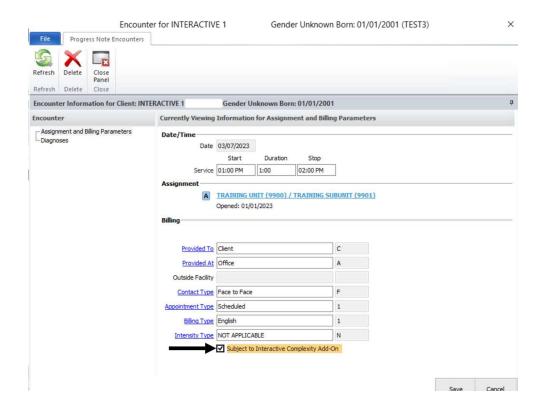
The Interactive Complexity Add-On Service box is checked automatically. Enter Service 785, and click Save.



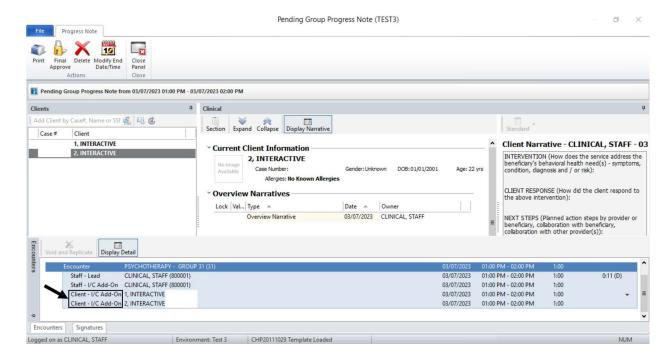
A Staff - I/C Add on row displays in the Encounters pane. Double click on the first client.



When completing the Assignment and Billing Parameters, check the Subject to Interactive Complexity Add-On box.



Follow the standard process by entering the Diagnoses and clicking Save. Repeat the process for each applicable client in the group. Each client row will have I/C Add-On indicated.



Complete the Signatures as you typically would, and Final Approve.