

# ATS— Daily Information Entry from Staff Portal

The Daily Information Screen, allows you multiple avenues to see your injured patients/athletes, kiosk login, filter by teams and other ways. This allows you simplicity of documenting all of your daily notes with that person. A note, adding an injury, modality, equipment or a referral. The daily info screen handles it all, in one place to keep you from needing to enter an athlete profile to accomplish your tasks.



Use either the menu path to get to the daily info screen, or use the Daily Info Icon.

After opening the Daily Info Screen, it automatically defaults to all of the athletes that have a minimum of 1 injury and you have access to in you user profile. Initially this does exclude the default injury. You can add you notes from that list, or you have the option to filter, using the default injury by selecting the box, or loading varying different options via the window. After selecting the filters you would like; hit the Load Records button to filter and refine the choice you made.

The screenshot shows the 'Daily Information Entry' interface. At the top, there are fields for 'Entries for' (Date: 4/9/2021 10:57 AM, Athletic Trainer: Joe Streckfus) and 'Injured Athletes to Load' (checkbox for 'Include Default Injuries', a dropdown menu for 'Filter' currently showing 'All Injured', and a 'Load Records' button). Below this is a list of athletes with columns for days of the week (N, M, R, L, D, S, T, E, F) and colored boxes indicating injury status. A text box with a red border and an arrow points to the 'Load Records' button, containing the text: 'First, filter which set of Athletes you wish to work with. Or load the default injury.' Another arrow points from the 'Include Default Injuries' checkbox to the text box. The bottom section of the screen includes 'Notes' and 'Med Service' tabs, a 'Date' field (4/9/2021), a 'Type' dropdown, a 'Time Spent' field, and a 'Note' field with scroll controls and '+Tag' and 'KP' buttons. At the very bottom, there are 'Actions' (Save, New, View Ath., View Inj.) and checkboxes for 'Email Note Group?' and 'Delivery Receipt?'.

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After you decide how you want to view the athletes; select the person you want to enter documentation for and the injury you are working with, and hit the Load Info button.

When you enter the note or corresponding information, the athlete will get a check mark in the related box. This shows you have information entered for that person; for the box indicated.

**Daily Information Entry**

Injured Athletes to Load  Include Default Injuries

Filter: All Injured

Injury: 07/18/2020 - Medial (Deltoid) Ligame:

Notes | Modality | Rehab | Limitation | Med Dist

Med Service | Strength | Equipment | Referral

Date: 4/9/2021 Type:  Time Spent:

Note:

The space here will change depending on the tab you select.

Current tab is notes, you can select the template/type of note you are entering, utilize field tags as well as key phrases.

Team:

Email Note Group?  Delivery Receipt?

Actions:

## MODALITY:

**Athletes**

N M R L D S T E F

Bateman, Daniel

Billingsley, Don

Campbell, Julius

Clark, Billy

Davis, Crash

Falco, Shane

LaLoosh, Nuke

Smalls, Scotty

Streckfus, Joe

Test, Testy

End of Athlete List

Actions:

**Injury**

07/18/2020 - Medial (Deltoid) Ligame:

Notes | **Modality** | Rehab | Limitation | Med Dist

Med Service | Strength | Equipment | Referral

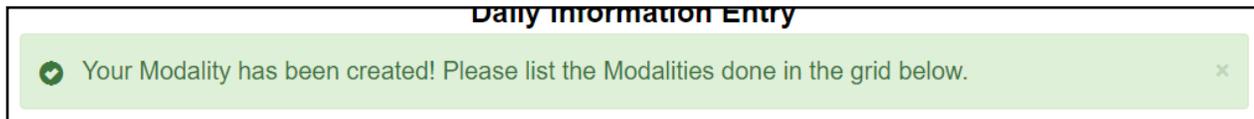
Body Part: Ankle  Side: Left

Date: 4/9/2021 02:25 PM Time-of-Day:

Time Spent: #

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After completing the header information and saving it you will see the green message telling you the info was saved. You are then able to complete the rest of your documentation on all of the other corresponding tabs (modality, rehab, strength).



The save message will be representative of the tab you are in.

After saving, you have different options for data entry. You can add a singular modality at a time using the add modality button. You can complete the details for that specific treatment.

Add New Modality

Order Number  
#

Modality \*

Duration  
Duration

Comment  
Comments

Billable?

Billable Units  
#

Rendering Provider

Save Close

09/27/2021 - Strain - Bilateral - Calf Load Info + Def Injury

Notes Modality Rehab Limitation Med Dist

Med Service Strength Equipment Referral

Body Part Calf Side Bilateral

Date 2/22/2022 10:00 AM Time-of-Day

Time Spent # Save Top Info Copy Last for Selected Injury

Modalities Notes

Add Modality Pick Protocol Refresh

Please add modality details by using the buttons "Add Modality", "Pick" or "Protocol".

Protocol allows you to select from preset treatment protocols in your database. For more info on creating protocols see the [Setting Up Protocols](#) doc.

Modality Protocol List

Choose the Modality Protocol

Ankle

OK Cancel

Pick allows you to select multiple items from the dropdown list in your database at once. Allows you to build the list of treatment, and then edit the details after.

Modality Pick List

Choose the Modality  
(Ctrl-Click or Shift-Click for multiples)

- Ace Wrap
- Active Range of Motion
- Cast
- Cold Whirlpool
- Combo - us/es
- contrast (hot/cold)
- cryocuff ankle
- cryocuff elbow
- cryocuff knee
- cryocuff shoulder
- Electrical Stimulation- Interferential
- Electrical Stimulation- PreMod
- Electrical Stimulation- Russian
- Electrical Stimulation: High Volt
- Game Ready
- Heat
- Heat Pack

OK Select All Cancel

# ATS— Daily Information Entry from Staff Portal

## Rehabs:

09/27/2021 - Strain - Bilateral - Calf Load Info + Def Injury

Notes Modality **Rehab** Limitation Med Dist

Med Service Strength Equipment Referral

Reason Flexibility Date 2/22/2022 10:00 AM

Time Spent #  Attended

Save Top Info Copy Last for Selected Injury

Exercises Notes

Add Exercise Pick Protocol Refresh

Please add rehab details by using the buttons "Add Exercise", "Pick" or "Protocol".

Complete the rehab information as you wish. You have the same options for adding exercises as described for modalities. Add, Pick, Protocol.

You also have the Copy Feature, which allows you to copy the previous entry to the current day. After the info is copied you can modify/update the info to increase or decrease as necessary.

## Limitations:

09/27/2021 - Strain - Bilateral - Calf Load Info + Def Injury

Notes Modality Rehab **Limitation** Med Dist

Med Service Strength Equipment Referral

Team: Joe Tech Men Baseball

Date: 2/22/2022 Type of Limitation: Go as able

Game Status: OUT-RED: Altern... Color Code:

Practice/Event No:  Missed Game  Missed Event  None

Comments: Scroll Down Scroll Up Copy Last for Selected Injury

Email Limitation Group  Delivery Receipt?

Limitations in ATS are to reflect the athlete practice/game status. You can use the Daily Info Screen to add those limitations.

As a reminder, for an athlete to show up on the daily limitation report you can send to coaches, there must be a limitation entered for each day. For more info on sending limitation reports, check out the [automated processes/batch report](#) help doc.

# ATS— Daily Information Entry from Staff Portal

## Medication Distribution:

**Injury**  
02/18/2022 - Strain - Left - Neck Load Info + Def Injury

Notes	Modality	Rehab	Limitation	<b>Med Dist</b>
Med Service	Strength	Equipment	Referral	

Substance: Ibuprofen OTC Location: Field

Lot Number: Entry Date: 2/22/2022 Now

Quantity (tablets, mg, etc): 4 Distributed: 2/22/2022 11:11 AM Now

Prescribed By: Prescribed By Purpose:

Private Record

Instructions: Take 2 packages as needed, with food or a snack, for pain or inflammation

Comments: Comments

You are able to utilize the medication distribution on the Daily Info screen to quickly track the medication you give you athletes. For more info on adding, editing the medication list that is available, please review the [Medication Overview](#) doc.

## Med Services:

**Injury**  
02/18/2022 - Strain - Left - Neck Load Info + Def Injury

Notes	Modality	Rehab	Limitation	Med Dist
<b>Med Service</b>	Strength	Equipment	Referral	

Sport/Event: Joe Tech Men Football

Service Date: 2/22/2022 11:11 AM Now

Type: Initial

Provider: Orthopedic Clinic

Private Record

**Services** Notes

Service: Evaluation

Performed By: Dr. Doug

Cost: \$250.00

When athletes have medical services done, whether by your physician or other clinics, ATS allows you the ability to track the encounters. You are able to add many to one athlete, so if they went to the doctor and had an x-ray, MRI, and a Bone scan you could track all of those.

If you know the amount charged for each, you can also track the cost amounts by changing the dropdown list. For further information on the med services and customization, please check out the [Med Services](#) overview.

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## Strength Sessions:

**Injury**  
02/18/2022 - Strain - Left - Neck

Notes	Modality	Rehab	Limitation	Med Dist
Med Service	<b>Strength</b>	Equipment	Referral	

Reason: Build Muscle  **Attended**

**Strength & Conditioning Exercises**

Please add Exercises by using the buttons "Add Exercise", "Create Set", "Pick" or "Protocol".

The strength screen allows you to enter those activities that don't necessarily constitute a rehab. These can be customized as necessary

As with the rehab/modality screens, you have the ability to pick, create or choose from the protocol if created.

Create set, will allow you to create the set with a max weight and percentages.

## Equipment Checkout:

**Injury**  
09/27/2021 - Strain - Bilateral - Calf

Notes	Modality	Rehab	Limitation	Med Dist
Med Service	Strength	<b>Equipment</b>	Referral	

Equipment: crutches tall

Sport: Joe Tech Men Baseball

Checked Out: 2/22/2022 01:19 PM

Bill Date: Bill Date & Time

Comments:

The daily information entry allows you to check out equipment/ supplies to your athletes as they need for the injury.

# ATS— Daily Information Entry from Staff Portal

## Referrals:

Injury

Notes	Modality	Rehab	Limitation	Med Dist
Med Service	Strength	Equipment	<b>Referral</b>	

Service:

To:

Attention:

Refer. Date:    Private Record

Referral Note Type:

Referral Message

You can also make direct referrals to your physicians if they are users in ATS. The referral allows you to pick the service they are going for, the place and which physician they are going to be seeing. You are also able to write a referral message that the provider can see. If they have an email address you are able to send directly to them or their nurse/MA.