

ATS— Field Tags

Field Tags allows you the ability to rapidly enter consistent information. By utilizing the predefined information tags that are set by ATS, you can build [Note Templates](#) which come up pre loaded with what is set, or use them freely in your note.

Field Tags can be used to insert injury info, insurance, demographic or any of the other choices.

Choose the 'TAG'...		
Address (primary) <ADDR1>	Injury Date <IDATE>	Prim Insure PolHold Name <PI_PHOLD>
Address (secondary) <ADDR2>	Injury Date + ## Days <IDATE+##>	Prim Insure PolHold Phone <PI_PHPH>
Allergies <ALLERG>	Injury date mm/dd/yyyy <IDATEMM>	Prim Insure PolHold Relation <PI_PHREL>
Alt Athlete ID <ALTID>	Injury Date+10 days <IDATE+10>	Prim Insure Star Date <PI_START>
Athlete Employ Status <AEMPLOY>	Injury Date+7 days <IDATE+7>	Prim Insure Type <PI_IYPE>
Athlete Ethnicity <AETHNIC>	Injury Description <IDESC>	Red Flags <REDF>
Athlete ID <ATHID>	Injury Eval ICD-1 <ICD_1>	Spec Test Popup <P*SpecT>
Athlete Last Physica <LASTPHYS>	Injury Eval ICD-2 <ICD_2>	SSN <SSN>
Athlete Marital Status <AMARRIED>	Injury Eval ICD-3 <ICD_3>	Surgeries Popup <P*Surg>
Athlete Name <ANAME>	Injury Eval ICD-4 <ICD_4>	Surgery Required <ISURGERY>
Athlete Race <ARACE>	Injury Happened During <IHAP>	Team Name <TEAM>
Athlete Year <ATHYEAR>	Injury Heat Index <IHEATIDX>	Team Popup <P*Team>
Blood Type <BTYPE>	Injury Humidity <IHUMID>	Text Number <TXT>
Cell Number <CELL>	Injury Mechanism <IMECH>	Today mm/dd/yyyy <TODAYMM>
Cleared-to-play <CTP>	Injury Pieces <IPIECES>	Today+10 days <TODAY+10>
Cleared-to-play Date <CTPDATE>	Injury Popup <P*Injury>	Today+7 days <TODAY+7>
Cleared-to-play Status <CTPSTAT>	Injury Report Date <IREP>	Vaccinations Popup <P*Vac>
Concuss Symptoms Popup <P*ConSym>	Injury Resolve Date <IRES>	
Country (primary) <COU1>	Injury Resolved Days <IRESDAYS>	
Country (secondary) <COU2>	Injury Return Date <IRET>	
Covid Screening Popup <P*CovScr>	Injury Returned Days <IRETDAYS>	
Covid Testing Popup <P*CovT>	Injury Severity <ISEVER>	
Current Date-Time <TODAY>	Injury Side <ISIDE>	
Current User Name <CURRUSER>	Injury Surface <ISURF>	
Currents Meds <CMEDS>	Injury Temperature <ITEMP>	
Custom Field 1 <ACUST1>	Injury Time <ITIME>	
Custom Field 10 <ACUST10>	Injury Type1 <IT1>	
Custom Field 2 <ACUST2>	Injury Type2 <IT2>	
Custom Field 3 <ACUST3>	Injury Type3 <IT3>	
Custom Field 4 <ACUST4>	Insurance Popup <P*Insure>	
Custom Field 5 <ACUST5>	Language (primary) <LANG1>	
Custom Field 6 <ACUST6>	Last Name <LNAME>	
Custom Field 7 <ACUST7>	Limitation Date <LIMDATE>	
Custom Field 8 <ACUST8>	Medical Alerts <MEDA>	
Custom Field 9 <ACUST9>	Medications Popup <P*Med>	
DOB <DOB>	Middle Name <MNAME>	
Drug Tests Popup <P*DrugT>	Note Date <NOTEDATE>	
Email <EMAIL>	Organization <ORG>	
Emer Contact Cell Phone <EC_CELL>	Phone <PHONE>	
Emer Contact Email <EC_EMAIL>	Practice Limitation <LIMITAT>	
Emer Contact Employer <EC_EMPL>	Prim Insure Company <PI_COMP>	
Emer Contact Name <EC_NAME>	Prim Insure Copay <PI_COPAY>	
Emer Contact Phone <EC_PHONE>	Prim Insure Deduct <PI_DED>	
Emer Contact Relation <EC_RELAT>	Prim Insure End Date <PI_END>	
Emer Contact Work Phone <EC_WKNO>	Prim Insure Group <PI_GROUP>	
EventName <IEVENT>	Prim Insure ID Number <PI_IDNUM>	
First Name <FNAME>	Prim Insure PCP Name <PI_PCP>	
Game Status <GAMEST>	Prim Insure PCP Phone <PI_PCPPH>	
Gender <GENDER>	Prim Insure Phone <PI_PHONE>	
HAL Popup <P*HAL>	Prim Insure Plan <PI_PLAN>	
ICD Popup <P*ICD>	Prim Insure PolHold Address <PI_PHADD>	
Inj Rpt Date <IRPTDATE>	Prim Insure PolHold DOB <PI_DOB>	
Injury Body Part <IBP>	Prim Insure PolHold Employer <PI_PHEMP>	

These are the most current field tags. We periodically update this list, it could appear different when you view it. The field tags will pull the information from the database, as long as there is data for that choice. If the field is blank, your entry will be converted to blank.

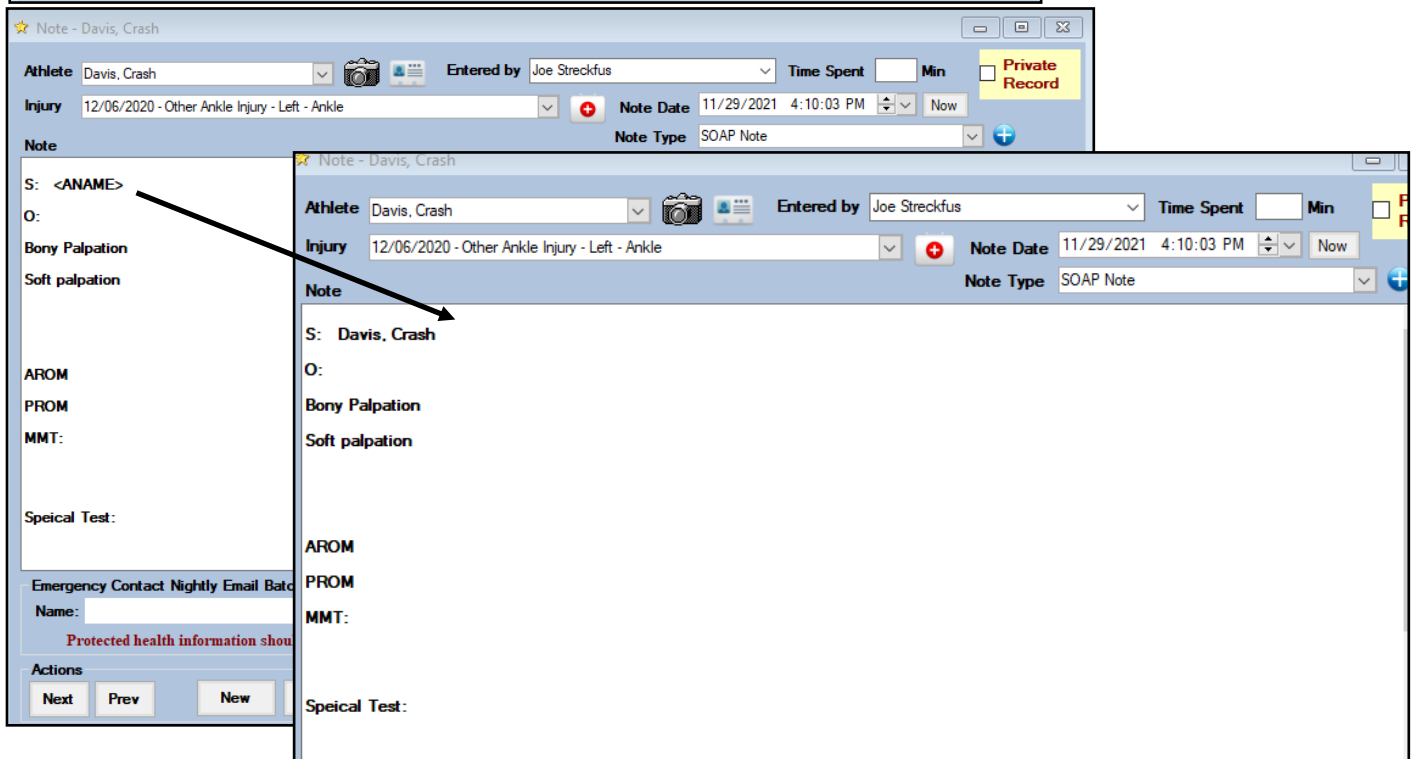
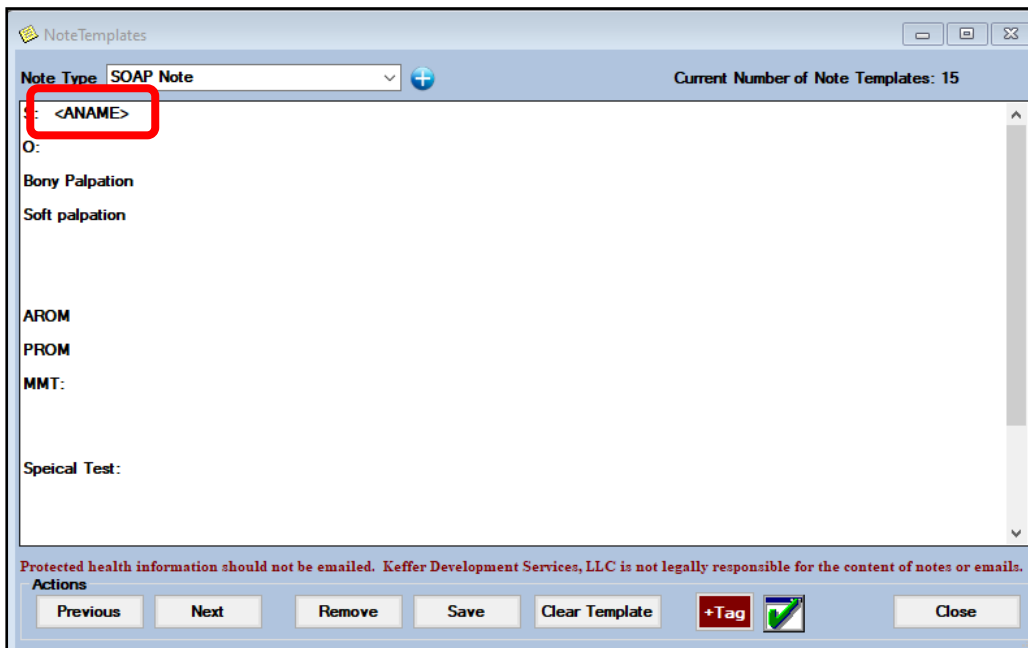
More on converting the field tag to text later in the document.

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Field Tags with Note Templates:

Note Templates allow you the ability to create standard documentation practices, using a Field Tag within the template allows you also make sure the notes are completed the way you would like. Also aids in the speed of documenting needed information. For more information on what note template is, please view the [Note Template](#) help doc.


After starting your note template, you can use as many Field Tags within that template as you wish. Click the red +Tag button at the bottom of the screen to add the available tags to the template.



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Field Tag in a Note:

Field tags are not limited to only being able to be utilized in a note template. You are able to enter a field tag in any note that you are entering. You are able to enter those at any point in your note. On any screen that you see the red +Tag button you can enter a field tag.



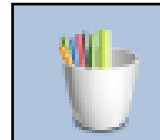
Choose the 'TAG'

Choose the 'TAG'...

Address (primary)	<ADDR1>
Address (secondary)	<ADDR2>
Allergies	<ALLERG>
Alt Athlete ID	<ALTID>
Athlete Employ Status	<AEMPLOY>
Athlete Ethnicity	<AETHNIC>
Athlete ID	<ATHID>
Athlete Last Physica	<LASTPHYS>
Athlete Marital Status	<AMARRIED>
Athlete Name	<ANAME>
Athlete Race	<ARACE>
Athlete Year	<ATHYEAR>
Blood Type	<BTYPE>
Cell Number	<CELL>
Cleared to play	<CTP>

Select the Field Tags from the list that populates. These enter into the note where your cursor is, and enter one at a time.

Begin entering your note, select field tags you wish to enter and have in your note. When you finish entering your note, you will need to convert the <tag> to actual text. That is done by using the cup with the multicolored pencils in it.



Note - Davis, Crash

Athlete: Davis, Crash Entered by: Joe Streckfus Time Spent: Min Private Record

Injury: 12/06/2020 - Other Ankle Injury - Left - Ankle Note Date: 11/29/2021 4:10:03 PM Note Type: Observation

Note: <ADDR1> <ANAME> <ATHID> <IDESC>
Athelte is here for follow up of <IDESC>. Showing imporvement from last week, see rehab exercises.

+Tag

Note: 24 Village Park Drive, Grove City PA, 16127 Davis, Crash 74741 hurt my ankle skateboarding
Athelte is here for follow up of hurt my ankle skateboarding. Showing imporvement from last week, see rehab exercises.

Emergency Contact Nightly Email Batch... Email Sent: Name: Contact With: Email To Group Also Email Now

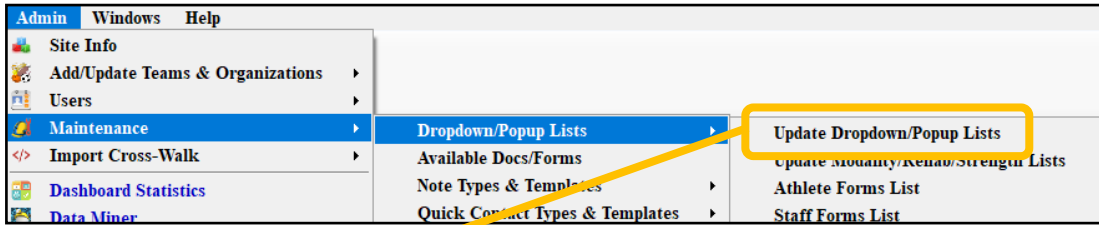
Protected health information should not be emailed. Keffer Development Services, LLC is not legally responsible for the content of notes or emails.

Actions: Next Prev New Save Remove Email Group Print Note Print w/ Injury Close

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Creating Custom Field Tags:

Along with the stock field tags, ATS also allows you the ability to custom build field tags, that contain the information that you want to enter in your note. This is done through the maintenance area.



The 'Popup Area Maintenance' window displays a table of field tags. A yellow box highlights the 'FieldTags' tab. The table has columns for Description, Abbrev, Sort, Active, and Last Used.

Description	Abbrev	Sort	Active	Last Used
Manual Muscle Tests:	<mnt>	1	<input checked="" type="checkbox"/>	
Neurological Screening	<neuro>	1	<input checked="" type="checkbox"/>	
Range of motion is within normal limits.	<ROM>	1	<input checked="" type="checkbox"/>	

Record: 1 Of 3

DO NOT use single or double quotes in your "Description" or "Abbrev" areas. This may lead to issues in reports and making choices.

Buttons: Remove, Copy, Save, Print, To Excel, Close

You can enter the field tags you want to enter. The information you would like to show when you click the cup goes in the Description. The abbreviation needs to contain the <> on the front and end like shown, enter your "tag" and give a sort number. These field tags **DO NOT** populate onto the list, they will need to be manually entered in your note.

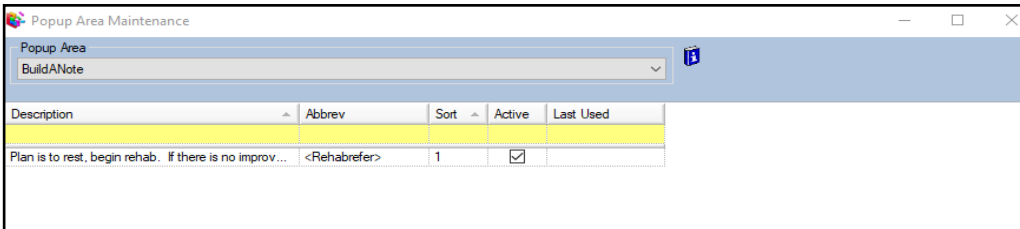
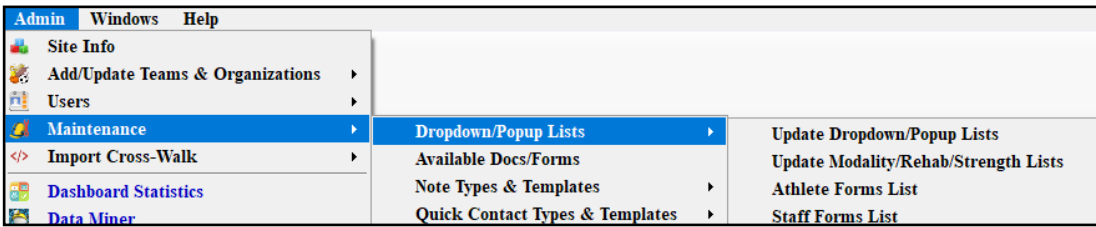
The 'Note - Davis, Crash' form shows the 'Note' field containing the tag '<ROM>'. The 'Athlete' is 'Davis, Crash' and 'Entered by' is 'Joe Streckfus'. The 'Note Date' is '1/26/2021 12:48:04 PM'. The 'Actions' bar includes 'Next', 'Prev', 'New', and 'Save'.

The 'Note - Davis, Crash' form shows the 'Note' field containing the text 'Range of motion is within normal limits.' A yellow box highlights the text with the instruction: 'After you enter the note tag you would need to use, follow the same guides as before use the cup to convert the tag to the text.' The 'Actions' bar includes 'Next', 'Prev', 'New', 'Save', 'Remove', 'Email Group', 'Print Note', 'Print w/ Injury', and 'Close'.

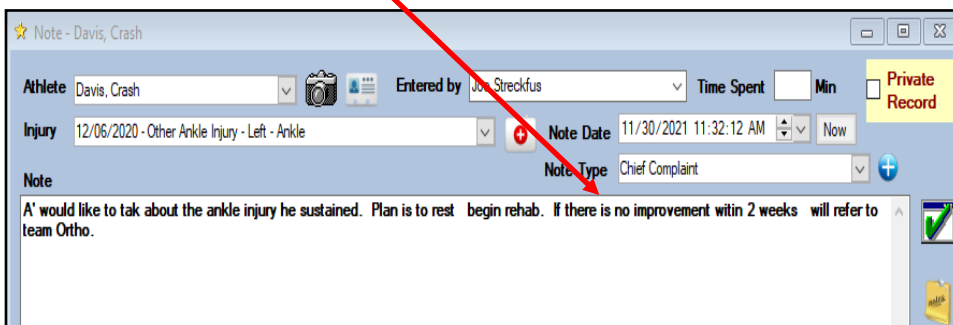
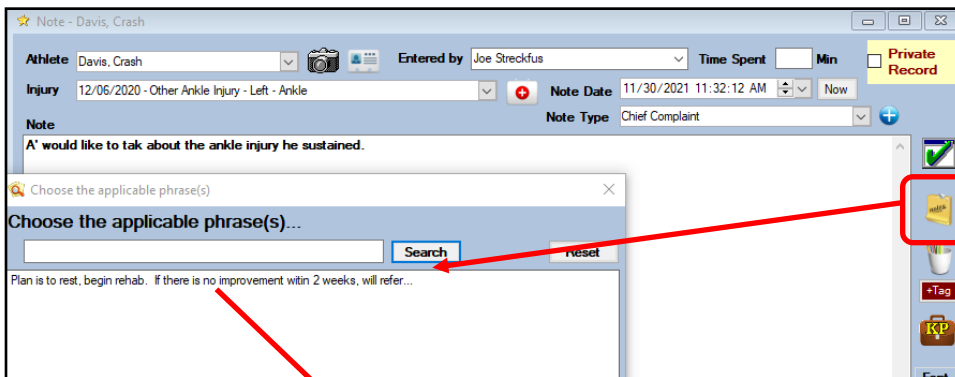
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Build-A-Note Feature:

Build-A-Note allows you to build portions of a note that you would consistently enter, but allow you to enter that with a tag, or using the build a note icon. The build-a-note are created in the maintenance area.



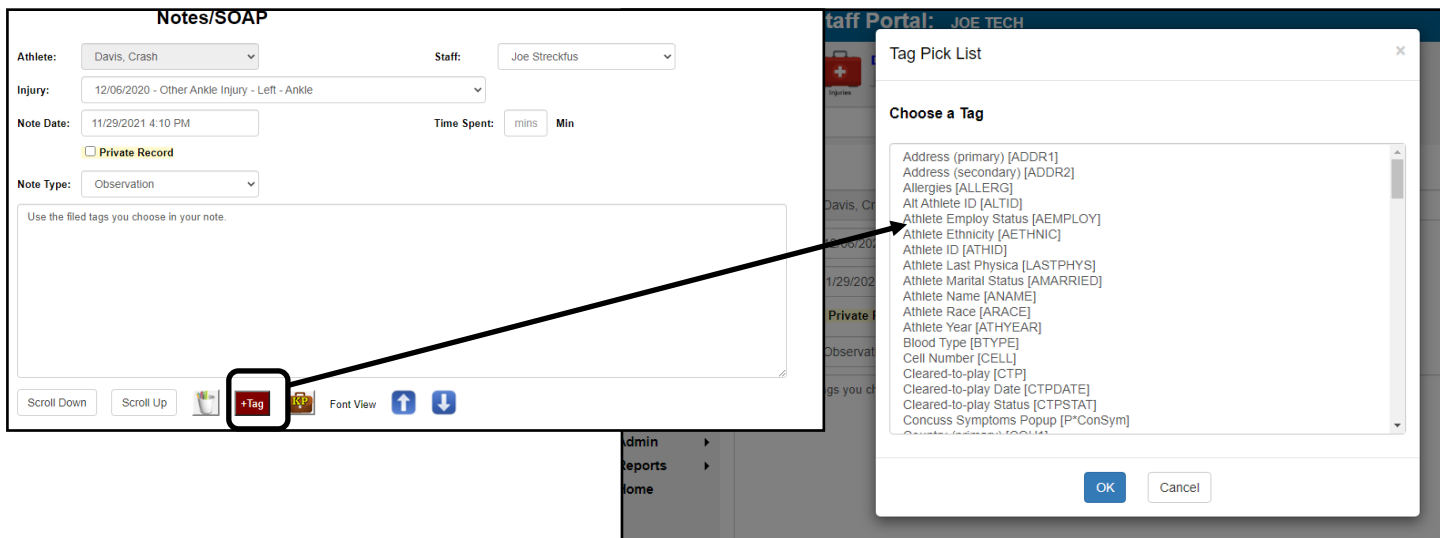
To use the build a note, enter your notes as you normally would, and then click the yellow note pad to see the available build-a-note options.



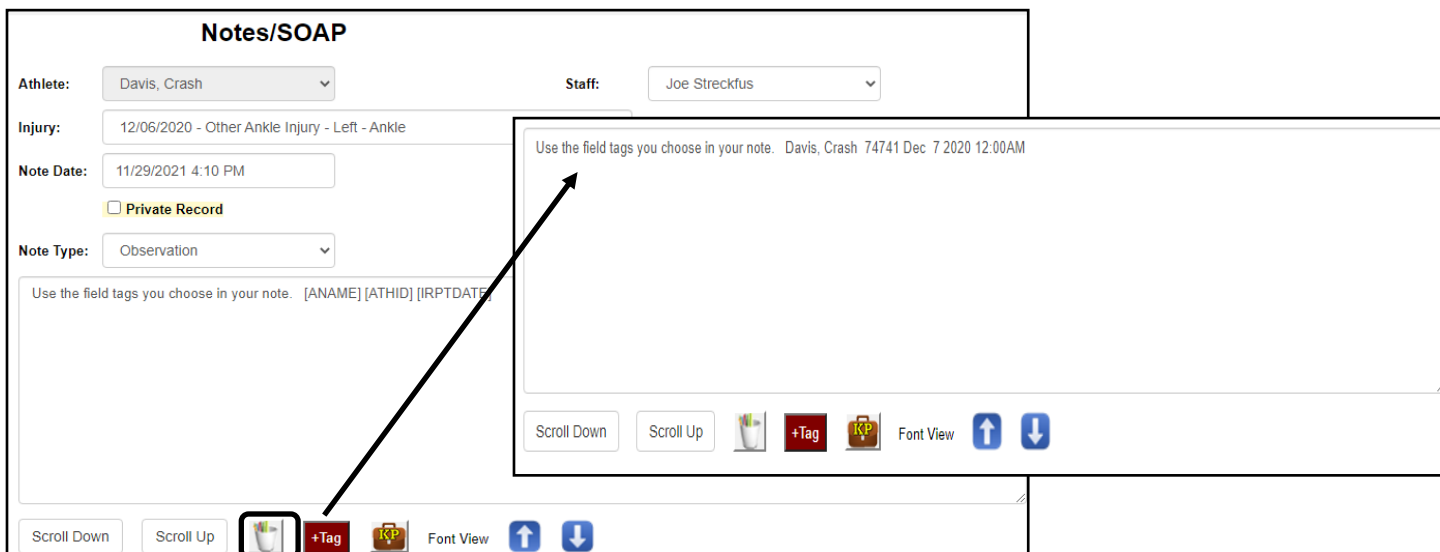
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Field Tags in the ATS Staff Portal:

You are able to use the field tags that come preloaded into ATS, or the ones you have created in the “Field Tags” dropdown menu.



Select the field tag you want to enter, and as many as you need. After entering each tag, when you have your note completed, use the cup with the multicolored pencils to convert the tag to text.



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Field Tags in the ATS Staff Phone:

You also have the ability to utilize field tags in the ATS Staff Phone. This allows you again, the ability to expedite your note taking from your mobile device.

Organization: Joe Tech
Team: Men Baseball
Athlete: Davis, Crash

Or start typing part of the athlete's name
Start typing part of name
Select

New or Existing Injury?
 New Existing None

Note Date: 11/30/2021 02:16 PM Now
Time Spent (min):
 Private Record

Note Type:
Comments: Note

Choose a Tag

- Tag
- Address (primary) [ADDR1]
- Address (secondary) [ADDR2]
- Allergies [ALLERG]
- Ait Athlete ID [ALTID]
- Athlete Employ Status [AEMPLOY]
- Athlete Ethnicity [AETHNIC]
- Athlete ID [ATHID]
- Athlete Last Physica [LASTPHYS]
- Athlete Marital Status [AMARRIED]
- Athlete Name [ANAME]
- Athlete Race [ARACE]
- Athlete Year [ATHYEAR]
- Blood Type [BTYPE]
- Cell Number [CELL]
- Cleared-to-play [CTP]
- Cleared-to-play Date [CTPDATE]
- Cleared-to-play Status [CTPSTAT]
- Concuss Symptoms Popup [P*ConSym]
- Country (primary) [COUNTRY]

OK Cancel

Select the field tag you would like to enter into the note, and then hit ok. Like the other screens, will enter it with the tag information. Clicking the cup will fill the text.

Note Type:
Comments: [ANAME] [ATHID]

Comments: Font View
Davis, Crash 74741