




Reporting Home Training in CROWNWeb

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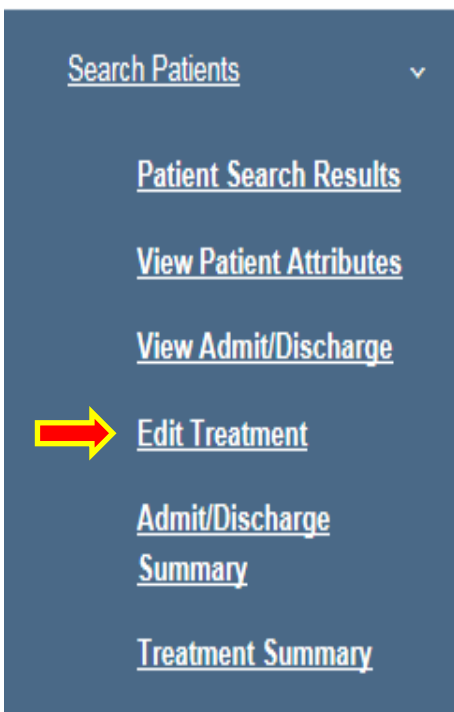
1. Locate the patient from the **Patient Tab** in CROWNWeb.
2. Click on **Patient**
3. From the **Patient Attributes** page, click on **Admit/Discharge Summary**.
4. Click on **Treatment Summary**
5. Click on **Treatment Start Date**

Admit/Discharge Summary

Admit Date	Admit Reason	Admit Facility	Discharge Date	Discharge Reason	Treatment	Physician	Treatment Summary
07/25/2017	Transfer In		07/29/2017	Transfer	Dialysis Facility/Center Hemodialysis		 Treatment Summary

Treatment Summary for Admission

Treatment Start Date	Treatment	Transplant Status	Attending Practitioner
 07/25/2017	Dialysis Facility/Center Hemodialysis	N/A	



6. Click **Edit Treatment**

7. Change the **Primary Dialysis Setting** to **Home**

8. Add **Type of Dialysis Training** and **Dialysis Training Begin Date**. Add anticipated **Dialysis Training End Date** unless the patient will not complete the training.

9. Review to make sure **Dialysis Training Begin Date** and **Treatment Start Date** match

10. Click **Submit**

Edit Treatment Information

Dialysis Treatment Information

A screenshot of a web form titled 'Edit Treatment Information' with a sub-section 'Dialysis Treatment Information'. The form contains several fields: 'Treatment Start Date' (06/27/2018), 'Primary Dialysis Setting' (Dialysis Facility/Center), 'Dialysis Time Period' (Daytime), 'Expected Self-Care Setting' (empty), 'Primary Type of Treatment' (Hemodialysis), 'Sessions Per Week' (3.0), 'Time Per Session (in minutes)' (330), 'Attending Practitioner' (empty), 'Attending Practitioner UPIN' (empty), 'Attending Practitioner NPI' (empty), 'Type Of Dialysis Training' (CAPD), 'Dialysis Training Begin Date' (06/27/2018), and 'Dialysis Training End Date' (mm/dd/yyyy). At the bottom are 'Submit' and 'Delete' buttons. Red arrows point to 'Treatment Start Date', 'Primary Dialysis Setting', 'Type Of Dialysis Training', 'Dialysis Training Begin Date', and the 'Submit' button.

❖ If a patient initiated training while at your facility, the **Type of Dialysis Training** and **Dialysis Training Begin Date** are **required** fields for the patient's treatment.

❖ **Treatment Start Date** and **Dialysis Training Begin Date** **must** be the same date.

- Use first training day with exchange for PD patients
- Use first training day using HHD machine for treatment at the clinic for HHD patients

❖ **Do not complete training information if patient is trained at a different chronic outpatient facility.**