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
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**

- 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.**