CLINICAL DOCUMENTATION MANUAL FOR
OUTPATIENT SPECIALTY
MENTAL HEALTH SERVICES

User Guide

April 2015
Introduction

This document provides a user guide to the April 2015 Clinical Documentation Manual.

Navigation

There are several ways that have been implemented to navigate through the Clinical Documentation Manual.

Navigation Buttons

These buttons are located at the bottom of each page. The Return to Top of Section will send the reader back to the top of the section that they are reading from. The Return to the Table of Contents will return the reader to the Table of Contents.

This indicates a link to an outside source. This will utilize Internet explorer to open the web page associated.

(CCR Title 9 Division 1, 1810.225)

Any regulations that are quoted within the Documentation Manual are links that will utilize Internet explorer to open the web page associated.

SECTION XI. APPENDIX B

Section or Appendix names found within the text are navigation links that will take the reader to the corresponding section or appendix.
Adult or Youth Examples located in the top right corner of the examples will return the reader to the beginning of the Example section.

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The Table of Contents has been designed to allow the user ease of use. Each of the item of the Table of Contents is a navigation link and will take the reader to the selected portion in the documentation manual.
Bookmarks have been built within the PDF and can be access by clicking on the bookmark button left hand side of Adobe Acrobat Reader. These bookmarks can be used in lieu of the Table of Contents.
Symbols

**DOCUMENTATION TIP**

These can be found throughout this document and provide answers to some frequently asked questions. All 'Documentation Tips' will be denoted with the above graphic with italicized and turquoise-blue colored text below the graphic.

This symbol indicates that you should pay careful attention to the following information. The information will be clearly labeled with "CAUTION".

Each section will be denoted with a special symbol relating to the subject of the section (the example to the left is for the “Scope of Practice” section). The entire section will utilize the symbol and the colors of the symbol.