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Putting the P in DSP

Therap is sponsoring a conference for Direct Support Professionals (DSPs) in February, 2007.

The primary goals of the conference are to build the skills of DSPs and to improve Therap applications and support.

February 7th-9th, 2007
The Crowne Plaza Hotel, Southbury CT.

Please contact Therap for more information.

Looking Forward to Therap 7.0

Application and service development at Therap is a continuous process. Therap Services is soon going to release its 7.0 version. The major release is going to feature a number of new application modules as well as enhanced versions of existing applications. The additions made in 7.0 will include—

● **ISP, ISP Program, ISP Template Library**

In addition to the previously supported scoring methods (level of independence, completion, yes/no etc.), ISP users will have the option to define new scoring methods as they are needed. The application takes a wizard type approach in taking the users through the steps of choosing method names, number of fields and other attributes. The reporting options are now much more powerful. Users will now be able to produce clinician and programmatic reports on more than one service plan made for an individual and save them for later use. Users will be able to get these reports in pdf and Excel format. Also, users will now have the option to create templates for frequently used program/service plans in a library which can later be used for similar programs.

● **Supported Employment Wage and Piece Rate Tracking**

This new module is going to help provider agencies that directly employ people with Developmental Disabilities at special rates, (for example, in sheltered workshops or supported employment programs) with job placement, wage determination, pay calculation and other employment related functions. Other features of the application will include the option to periodically redo prevailing wage surveys and assessments of individuals' productivity.

● **Attendance Tracking**

Attendance module will be used for easy day to day data collection for the billing module as well as for recording daily attendance of individuals in their corresponding programs.

● **Staff Scheduling**

The Staff Scheduling module will allow providers to plan and track work hours of employees by setting up weekly and monthly schedules. Providers will be able to define one or more master or default schedules for each program and then use them as templates to easily set up the actual weekly or monthly schedules.

● **T-Notes**

This feature adds the capability to attach "sticky notes" on certain Therap application forms. The option works exactly like its real life counterparts in that they can be put up and removed easily from forms by any user at any time. Currently this feature will be integrated only with the IDF, IP and GER modules. GER Approvers will be able to use them when they send back reports to the Submitters for rework. The option will eventually be extended to all Therap modules.

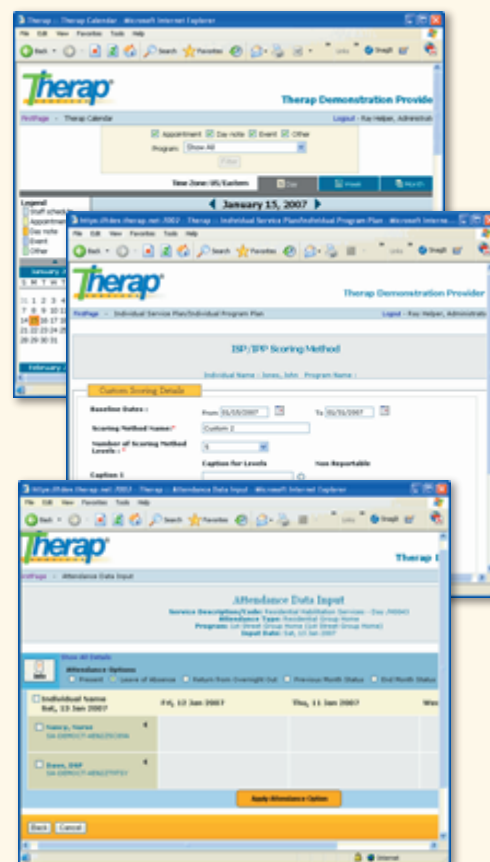
● **Enhancement to Therap Calendar**

In 7.0, the Therap Calendar will support the entry of recurring events such as daily, monthly and weekly activities; users will not need to make separate entries for each occurrence of the event. Also, the application is going to support a printable PDF version in 7.0 which the users will be able to view and print as needed.

● **Printable Billing Form for CT**

The 7.0 version of Billing Support is going to support a printable (PDF) version of billing data claim form used by Fiscal Intermediaries for the State of Connecticut.

The Beta version of 7.0 has already been released for you to try out the new and enhanced applications. You can access this version from www.therapservices.net using your existing login info. The beta version uses a copy of the database for testing only; any changes you make here will not affect your actual data in the Therap system.





Application Focus

Working with Therap Training Reports

Therap has designed the Training Management System (TMS) module to help providers monitor and manage their staff trainings through recording and manipulating all training information. TMS users are able to access the following reports:

Training User Reports

Training User Reports displays various training class related information for training users such as -

- **Report On Training Class Certificate Expiration**

Informs the training administrators of the classes and the number of training users in each class that is due and/or overdue over a specified time period.

- **Report on User Training -**

Displays information regarding training users' current class certification.

Training Supervisor Reports TMS allows supervisors to view the reports named above. However, a supervisor's reports will include only those training users who are in that supervisor's Training User Group. That is, the supervisors are also informed of their supervised class certifications and expirations.

Training Instructor Report These exhibit information about the training instructors' qualifications. A training instructor with a certification expiration date is eligible to teach the specified training class till that date. Thus these information assist training administrators maintain training quality by ensuring the quality of training instructors.

Training Sessions History This includes information regarding the training sessions that have already been taken. As soon as the date of a training session has passed, all the information regarding the session is automatically updated.

Personal Training History

Therap's Training Management System also allows training users to access their own training history to stay updated on their training background. Like other Therap reports, TMS reports can be exported to Microsoft supported file formats for further analysis.

Last Name	First Name	Title	Training Class	Certification Expires	Remaining Days
Allen	Admin	ABC Corporation	Abuse and Neglect	Friday, 22 August 2007	109
Jim	Jim	Test Center	CPB	Never	929
Jim	Jim	Test Center	Child's Substances	Never	929
Jim	Jim	Test Center	Abuse and Neglect	Tuesday, 22 February 2006	760
Paul	QA	Director of Quality Assurance	Therap Management and Maintenance Update	Friday, 15 March 2006	190
William	Worker	Residential Director	Individual Plan & Data Recording	Friday, 20 April 2006	460
Frank	Admin	Administrator	CPB	Wednesday, 11 October 2006	86

First Name	Last Name	Training Class	Last User Training Taken	Remaining Days
Andy	Administrator	CPB Class	Never	0
Richard	Administrator	CPB Class	Never	45
Warren	Worker	CPB Class	Never	34

As a Training Administrator, I entered data for Old Certifications on the "Certify User(s)" page. Why can't I see this data when I go back to that page?

The date fields on the Certify User(s) page do not show previously entered certification dates. However, if a date has been previously entered, the date field cell will appear gray (instead of white) and administrators will be able to view the previously entered date and other information about the training class by clicking on the 'Show Details' link under the date field..

Therap Training

Learn to get the best out of Therap

Therap offers a number of interactive animated tutorials and walkabouts which the users can use to train themselves on different Therap modules. You can find these resources at www.therapservices.net/training/beta.

Sign up for a free Training Class
IS-ISP-101: Individual Service Plans Plus 7.0
IS-ISP-101: Billing in Therap 7.0
IS-ISP-102: Collecting Attendance Billing Data in Therap 7.0
IS-TH-131: Introduction to Therap for Nurses
IS-TL-101: T-Logs
IS-ET-101: Introduction to Supported Employment Tracking
IS-TH-151: Introduction to Therap for Supervisors
IS-SC-101: Secure Communications

In addition to the animated tutorials, Therap offers a series of Quick Guides which you can use for quick references while working with different Therap modules. Please visit

www.therapservices.net/training/quickguides/index.php for the list of available Quick Guides. You may also sign for a Live Training classe at www.therapservices.net/training. All you need is a high speed internet connection and a telephone. You can either join in individually or use a speakerphone and projector to have a whole group of staff trained at once.

You will then be sent instructions including a website address to log onto and a phone number to call at the time of the class. Contact us at www.TherapServices.net and let us know when is the best time to hold training classes for you and your staff. Is it at an afternoon shift change? Is it at night? We know that you run a 24 hour operation and we want to work on your schedule.

All Training resources and services are available free of charge. For all existing and potential Therap users.

For more information on Therap Training, please fill out an information request at www.TherapServices.net or call us at (203) 596 7553.