



AWARDS Certified Edition

Requirements and Enhancement Request Instructions

AWARDS Features

As part of the Certified Edition of AWARDS, Foothold Technology has made available to AWARDS users a variety of features, each of which is detailed for your reference in this document. In order to have the Certified Edition, you must opt in to ALL of these features. To do so, please contact requests@footholdtechnology.com and provide them with the following:

- Agency Name and Requestor Name
- Programs and Program Types for which these features should be turned on

Feature	Description and Required Fields (if applicable)	Online Help and Request Form Links
Client Logins	Provides medical providers with a Client Login feature required for patient access. Makes available a “Client Portal” user group option that restricts the information a client can access to his/her face sheet in read-only report mode, and adds a CCDA Summary of Care button for quick access to the electronic copy of his/her health record, as well as an Activity History Log button for a history of the CCDA view, download, and transmit actions the user has taken with their health records in AWARDS in the last 30 days.	Online Help: Creating a Consumer Login Updating a User Group Assignment Request form: Medical Module
Clinical Decision Report	Adds a read-only “Clinical Decision Report” section to client face sheets.	N/A
Clinical Documents	Adds a “Clinical Documents” section to client face sheets that displays inbound and outbound clinical documents and enables users to retrieve and reconcile documents into a client’s health record. Can also be used to manually upload a clinical document.	Online Help: HIE / RHIO Workflow and AWARDS Request form: N/A
Communication Preferences	Adds a “Communication Preferences” drop-down selection list to the address section of client face sheets.	N/A
Demographics	Adds new demographics fields and options to Intake/Admission and client face sheets, including “Sexual Orientation,” “Gender Identity,” and “Sex at Birth.”	N/A
Diagnostic Tests	Enables users to enter diagnostic test and radiology order results and data for individual clients. Required fields: Laboratory, Related Lab Order, Time Reported, Supporting Documentation, Negation Reason, Results Code	Online Help: Diagnostic Tests Request form: Medical Module
Emergency Access	Adds an “Emergency Access” exception override permission that, when assigned to a user, displays a break the glass icon in the Client Search tool. When the icon is clicked it gives the user full access to all records for the client, regardless of chart access.	Online Help: Emergency Access Request form: Various Enhancements

Feature	Description and Required Fields (if applicable)	Online Help and Request Form Links
Encounters	Enables users to record the details of every encounter a client has with an eligible provider.	Online Help: Encounters Request form: Medical Module
Family Health History	Enables users to enter family health history records for individual clients.	Online Help: Family Health History Request form: Medical Module
Generate Summary of Care	The Clinical Summary is the longitudinal electronic copy of the client's health record and reflects the most recent encounter the client had with the provider.	Online Help: HIE / RHIO Workflow and AWARDS Request form: N/A
Immunizations	Enables users to enter immunization records for individual clients. Required fields: Amount/Administered Units, Lot Number, Manufacturer Name, Manufacturer Code, Substance Expiration Date, Provider, Treatment Refusal Reason, Treatment Reason, Route, Site, Note, Status	Online Help: Immunizations Request form: Medical Module
Implantable Devices	Enables users to enter implantable device information for individual clients.	Online Help: Implantable Devices Request form: Medical Module
Laboratory Locations	Enables users to enter laboratory locations and test facilities to which diagnostic test orders are sent. Required fields: Medical Director, Medical Director ID.	Online Help: Laboratory Locations Request form: Medical Module
Laboratory Orders	Enables users to enter laboratory test orders for individual clients. Required fields: Date/Time of Report/Status Change, Placer Order Number, Placer Group Number, Filler Order Number, Result Status, Specimen Collection Date/Time, Specimen Type, Condition/Disposition of Specimen, Specimen Action Code, Specimen Reject Reason, Negation Reason	Online Help: Laboratory Orders Request form: Medical Module
Procedures	Enables users to enter procedures for clients, including procedures that are reported by the MU Dashboard on the Objectives Report like Medical Reconciliation and for the Clinical Quality Measures	Online Help: Procedures Request form: Medical Module
Providers	Enables users to enter provider contact information.	Online Help: Providers Request form: Medical Module
Vital Signs	Enables users to enter vital sign records for individual clients.	Online Help: Vital Signs Request form: Medical Module

Add-On Services

The following add-on services are available for subscription. Please download, complete, and submit the corresponding service agreement for each and submit it to requests@footholdtechnology.com.

Service	Description	Service Agreement Link
E-Prescribing	Enables physicians and other medical professionals to electronically send client prescriptions directly to a pharmacy to be filled.	E-Prescribing Agreement
IMO	With this tool, data entry of partial names for diagnoses and procedures provides users with a list of suggested diagnostic and procedural terms, along with their correct DSM-5, ICD 10, and/or SNOMED codes.	IMO Agreement
Interop	Enables users to work directly with the HIEs or RHIOs that they belong to, automatically transmitting client data upon the completion of common data entry tasks such as intake/admission, merge, transfer, discharge, demographics information update, and consent form completion.	Interoperability Center Agreement
Dashboard	The Meaningful Use Dashboard consists of two reports, Outcomes and Quality Measures, to report out on progress for Medicaid and Medicare incentive and quality payment programs.	N/A - Submit request by email.

CQM Configurations

The following CQM configurations are required. (Note that previously users were required to complete an assessment and enter a diagnostic test record; now, users only need to complete a FormBuilder form with the required LOINC code.)

☀ **Tip:** Need help with building a form using the FormBuilder? Click [here](#).
Need help with making changes to an existing FormBuilder form? Click [here](#).

CQM	Required FormBuilder Form	Required Code
CMS2v7 Preventive Care and Screening: Screening for Depression and Follow-Up Plan	Adolescent Depression Screening Adult Depression Screening	Insert LOINC code into existing form
CMS138v6 Preventive Care and Screening: Tobacco Use: Screening and Cessation Intervention	Tobacco Use Screening	Insert LOINC code into existing form
CMS159v6 Depression Remission at Twelve Months	PHQ-9	Form to be deployed by Foothold

CQM	Required FormBuilder Form	Required Code
CMS160v6 Depression Utilization of the PHQ-9 Tool	PHQ-9	Form to be deployed by Foothold
CMS161v6 Adult Major Depressive Disorder (MDD): Suicide Risk Assessment	Suicide Risk Assessment	Insert LOINC code into existing form
CMS169v6 Bipolar Disorder and Major Depression: Appraisal for Alcohol or Chemical Substance Use	BH Assessment for Alcohol or Other Drugs	Insert LOINC code into existing form
CMS177v6 Child and Adolescent Major Depressive Disorder (MDD): Suicide Risk Assessment	Suicide Risk Assessment	Insert LOINC code into existing form

Objective Configurations

The following objective configurations are required.

☀ **Tip:** Need help with building a form using the FormBuilder? Click [here](#).
Need help with making changes to an existing FormBuilder form? Click [here](#).

Objective	Required FormBuilder Form	Location
Objective 6 - Coordination of Care Measure 3	Patient Health Information	Progress Notes