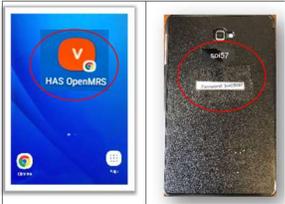
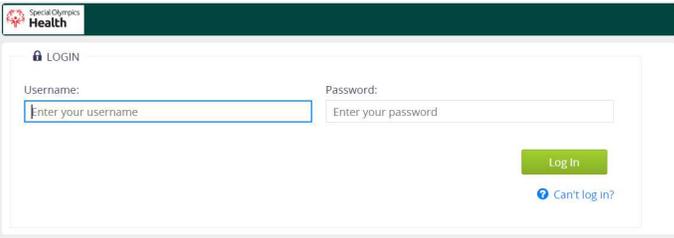




Special Smiles Screening Guide Healthy Athletes System (HAS)



<p>Step 1 Login</p>		<p>Open a tab in the Chrome browser. Type in the url: has.specialolympics.org</p>
<p>Step 1 Login with tablet</p>		<p>If you are using a Tablet select the HAS icon from the desktop of the tablet. Username and Password is on the back of the tablet.</p>
<p>Step 2 Select Region</p>	<p>SONA & SOLA SOMENA, SOA, SOEE SOEA & SOAP</p> 	<p>Select the place holder in the geographic region that your Program is located. For example, if you are in United States, click on placeholder in SONA Region.</p>
<p>Step 3 Sign in</p>		<p>Type in username and password. Note: Passwords are case sensitive to uppercase letters and special characters. If you are unable to login Email healthdata@specialolympics.org</p>
<p>Step 4 Select event</p>		<p>Select Program, then select Healthy Athletes Event.</p>

Special Olympics

1133 19th Street NW, Washington, DC 20036-3604, USA **Tel** +1 202 628 3630 **Fax** +1 202 824 0200

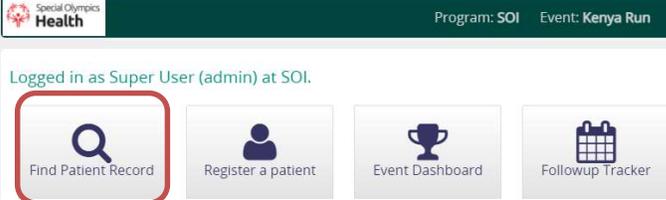
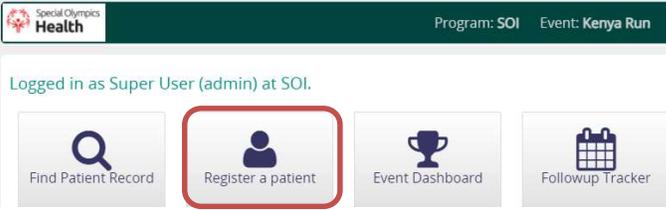
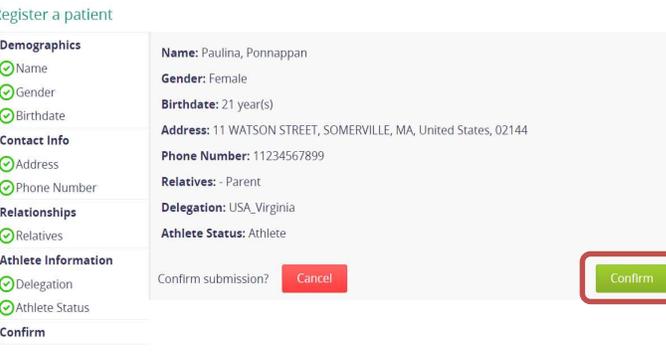
www.specialolympics.org **Email** info@specialolympics.org **Twitter** @specialolympics

Created by the Joseph P. Kennedy Jr. Foundation for the benefit of persons with intellectual disabilities



User Screening Guide Healthy Athletes System (HAS)

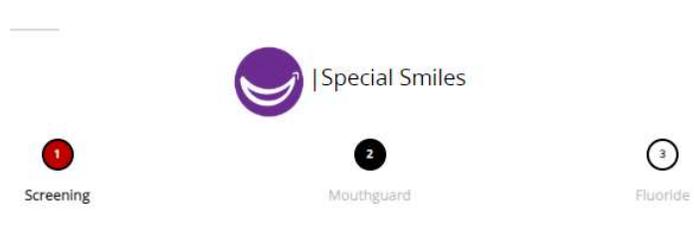
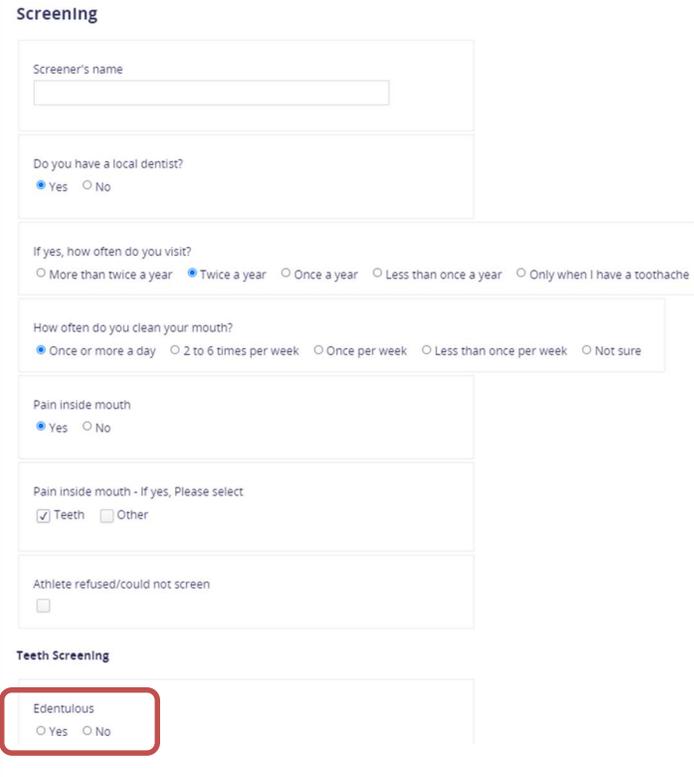


<p>Step 5 Search for athlete</p>		<p>Search for an athlete by clicking Find Patient Record.</p>																				
<p>Step 6 Select an athlete's record</p>	 <table border="1" data-bbox="440 709 1096 798"> <thead> <tr> <th>Identifier</th> <th>Name</th> <th>Gender</th> <th>Age</th> <th>Birthdate</th> </tr> </thead> <tbody> <tr> <td>1058L1</td> <td>Demo Test</td> <td>M</td> <td>15</td> <td>05 Jan 2005</td> </tr> <tr> <td>10589P</td> <td>Master Test</td> <td>M</td> <td>20</td> <td>03 Apr 2000</td> </tr> <tr> <td>1058NW</td> <td>test test</td> <td>M</td> <td>21</td> <td>- 31 Dec 1998</td> </tr> </tbody> </table>	Identifier	Name	Gender	Age	Birthdate	1058L1	Demo Test	M	15	05 Jan 2005	10589P	Master Test	M	20	03 Apr 2000	1058NW	test test	M	21	- 31 Dec 1998	<p>Type athlete's NAME or ID Number. Select the athlete from the drop-down list.</p>
Identifier	Name	Gender	Age	Birthdate																		
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10589P	Master Test	M	20	03 Apr 2000																		
1058NW	test test	M	21	- 31 Dec 1998																		
<p>Step 7 Register athlete</p>		<p>If you are unable to find the athlete in the drop-down list, Register them.</p>																				
<p>Step 8 Complete Registration</p>		<p>Fill out registration form and select Confirm. Explain to the athlete or coach that Special Olympics collects phone numbers for follow up care only. The number will not be used for any other purpose.</p>																				
<p>Step 9 Start Screening athlete</p>		<p>Select the correct athlete record, Review the information in the Athlete Header to ensure it is accurate. Then, Start Visit under General Actions.</p>																				



User Screening Guide Healthy Athletes System (HAS)



<p>Step 10 Select Discipline</p>		<p>You will be directed to the Visits page and can select the discipline you are screening for e.g., Fit Feet.</p>
<p>3 Screening Stations</p>	<p>1. Screening 2. Mouthguard 3. Fluoride</p>	<p>Click on a number to open the screening form.</p>
<p>Numbered circles are color coded</p>		<p>The circles show screening status: Red = Active screening. Black = Completed screening. White = Not screened yet.</p>
<p>Station 1 Screening</p>		<p>Check all boxes that apply.</p> <p>Edentulous: Check “No” box to proceed to the drop-down list of questions for Special Smiles Teeth Screening.</p>



User Screening Guide Healthy Athletes System (HAS)



<p>Station 1 Teeth Screening</p>		<p>Check all boxes that apply and type in comments in the Notes text box.</p> <p>Note: <i>There is no Check Out station for Special Smiles. The Athlete may leave when they are finished with the stations. Don't forget to direct them to pick up their Goody Bag!</i></p>
<p>Station 2 Mouthguard</p>		<p>Check all boxes that apply.</p> <p>Save and proceed to next station.</p>
<p>Station 3 Fluoride</p>		<p>Check all boxes that apply.</p> <p>Save and Finish.</p>



User Screening Guide Healthy Athletes System (HAS)



<p>Follow up Tracker</p>		<p>Check the Follow up Tracker for a list of referrals that Athletes have received during screening.</p>																								
<p>Referrals Send SMS</p>	<table border="1"> <thead> <tr> <th>Name</th> <th>Delegation</th> <th>Urgent</th> <th>Referral Type</th> <th>Phone number</th> <th>Contact Attempts</th> <th>SMS Status</th> <th>Actions</th> </tr> </thead> <tbody> <tr> <td>Christian Test</td> <td></td> <td>Yes</td> <td>Physical Therapist Referral, Primary Care Practitioner Referral</td> <td></td> <td>Survey 1-SMS Survey 2 Survey 3</td> <td></td> <td><input checked="" type="checkbox"/> Select</td> </tr> <tr> <td>UNKNOWN UNKNOWN</td> <td></td> <td>Yes</td> <td>Follow-up Care Opening Eyes</td> <td></td> <td>Survey 1-SMS Survey 2 Survey 3</td> <td></td> <td><input checked="" type="checkbox"/> Select</td> </tr> </tbody> </table>	Name	Delegation	Urgent	Referral Type	Phone number	Contact Attempts	SMS Status	Actions	Christian Test		Yes	Physical Therapist Referral, Primary Care Practitioner Referral		Survey 1-SMS Survey 2 Survey 3		<input checked="" type="checkbox"/> Select	UNKNOWN UNKNOWN		Yes	Follow-up Care Opening Eyes		Survey 1-SMS Survey 2 Survey 3		<input checked="" type="checkbox"/> Select	<p>Click on the survey, use as a guide when reaching out to an Athlete. Send SMS to athletes' mobile phone directly from here.</p>
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<p>Event Dashboard</p>	<p>Total Screenings: 1008</p> <p>Screenings Today: 0</p> <p>Total Delegations at HA: 18</p> <p>Participants Status:</p> <ul style="list-style-type: none"> Athletes (Blue) Unified Partners (Red) Others (Green) <p>Screenings by Discipline:</p> <table border="1"> <thead> <tr> <th>Discipline</th> <th>Count</th> </tr> </thead> <tbody> <tr> <td>Special Smiles</td> <td>149</td> </tr> <tr> <td>FUNfitness</td> <td>164</td> </tr> <tr> <td>Strong Minds</td> <td>101</td> </tr> <tr> <td>Fit Feet</td> <td>155</td> </tr> <tr> <td>Healthy Hearing</td> <td>157</td> </tr> <tr> <td>Health Promotion</td> <td>124</td> </tr> <tr> <td>Opening Eyes</td> <td>150</td> </tr> </tbody> </table>	Discipline	Count	Special Smiles	149	FUNfitness	164	Strong Minds	101	Fit Feet	155	Healthy Hearing	157	Health Promotion	124	Opening Eyes	150	<p>Keep track of event screening numbers with Event Dashboard.</p>								
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