

HI-WITS Training: Co-dependent/Collateral Client

Lesson 10

Some government contracts will pay for the care of a co-dependent/collateral client while the primary caregiver of the co-dependent/collateral client is in treatment. A co-dependent/collateral client is defined to be a person who has no alcohol or drug abuse problem, but (1) is seeking services because of problems arising from his/her relationship with an alcohol or drug user; (2) has been formally admitted for services to a treatment unit; and (3) has his/her own client record or has a record within a primary client record.

The procedure of identifying and entering a Co-dependent/Collateral client into WITS is:

1. Create the mother's profile, and enroll her in a program.
2. For the Co-dependent/Collateral client:
 - a. Create the Client Profile.
 - b. Create the Intake Profile.
 - c. Create the Admission Profile. Only the following data fields are required for a Co-dependent/Collateral client.
 - i. Select Type of Admission
 - ii. Verify/change Admission Date. The default is today's date. The Admission Date must be greater than or equal to the Intake Date.
 - iii. Select Yes from the Co-dependent/Collateral dropdown list.

Admission Profile

Full Name: Dogg, Snoop		Race: Black
Source of Referral: Criminal Justice-Dept of Public Safety/Prison		Ethnicity: Not Hispanic
Biological Gender: Male	DOB: 12/20/1995	Provider Id:
Age at Admission: 20	Unique Client Number: SXDO1220951	State Id: 61441

1. Set to "Yes"
 A Co-dependent/Collateral only requires an Associated Client who has an Active Program Enrollment

Admission Type: A-Initial Admission to this Prog...	Admission Date: 5/30/2016
Last Physical Date: <input type="text"/>	
Codependent/Collateral: Yes	
Associated Client: Associate Client	
Neighborhood (School): O6-Windward Oahu, Kailua, K...	
Resident Zip Code: 96734	# of Prior Episodes: 0
Highest Education Level Completed: 12-High School Graduate/GED	# of Arrests in Last 30 Days: 1
Methadone Used as Part of Tx: No	Psychiatric Problem in Addition to Alcohol/Drug Problem: No
Needle Exchange Referral: No	Mental Health Assessment Needed: No
# of Times You Have Participated in a Self Help Group in the Last 30 Days: 04-8-15 times in past month	

2. Click Associate Client Link

Record Status

Record Created By: Afsharzadeh, Yoseb	Created Date: 6/7/2016 10:17 AM
Last Updated By: Afsharzadeh, Yoseb	Last Updated Date: 4/26/2017 12:20 PM

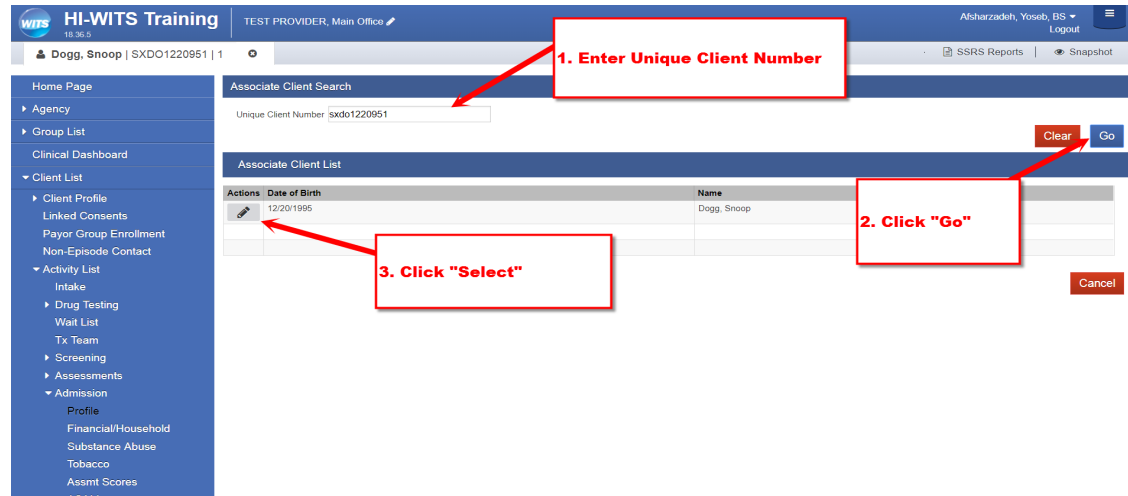
Cancel
Save
Finish
➡

Actions

[Delete Admission](#)

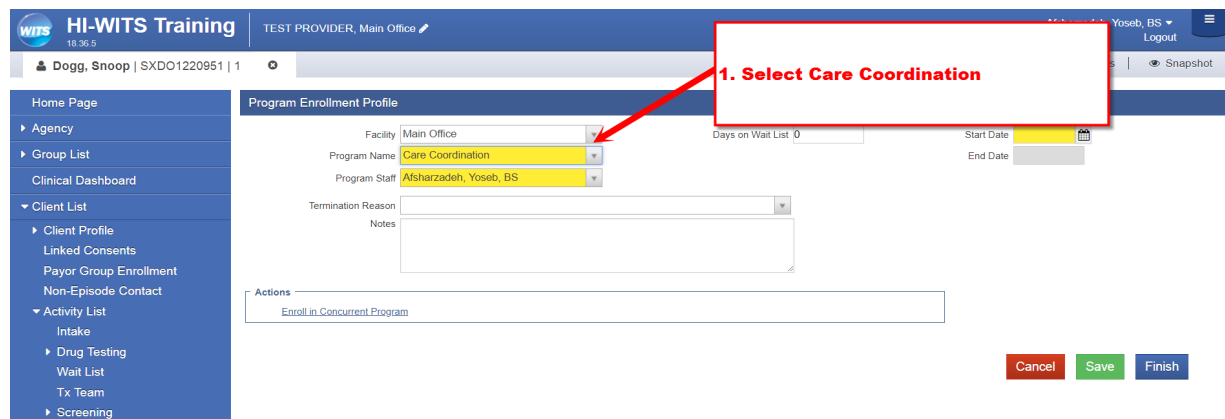
For a Co-dependent/Collateral client, a full admission is not required. However, you must associate the Co-dependent/Collateral client with another client, e.g., the mother/father, who has an active program enrollment at the time you associate the Co-dependent/Collateral client. A Co-dependent/Collateral client cannot be the Associated Client.

- iv. Click on [Associate Client](#) link. When the Associate Client Search screen is displayed, enter a full/partial Unique Client Number and click the Go button.
- v. Select the Associated client, e.g., mother/father.



NOTE: You can only associate a client who has an active program enrollment at the time of this association.

- d. Enroll Child in Program. The Program Enrollment for any Codependent/Collateral client will only require the program name and the start date. Click on the Finish button to complete program enrollment.



- d. Enter encounters, disenroll, discharge, and close case just like other clients.