ENTERING CLIENT PROBLEMS/NEEDS.

Client problems and needs are used to identify client characteristics that may interfere with the client's ability to work toward treatment goals.

Why is it important to identify client problems/needs:

1. Knowing a client's problems or needs is a best practice and should be done prior to establishing treatment plan goals.
2. The client's problems/needs are required to be entered in a client record PRIOR to writing a treatment plan in the ECR.

How to enter client problems/needs:

1. Navigate to **Client>Case Management>Plan Development>Problem/Needs**.
2. In the content pane, click New Manual Event.
3. In the pop up window, complete the required fields.
    a. Problem Category: select the category that best describes your client's strength
    b. Problem/Need: Select the option that best fits your client.
4. Click Save.

Note: You can enter MANY problems or needs for clients, but it is essential to enter AT LEAST ONE!