

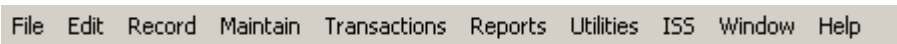


Simtrak™ Mobility

A decade-long background in professional and amateur sport medical data collection, analysis, and reporting.

TREATMENT TAB the Simtrak™ Help Guide series

When you start up Simtrak™ Mobility, and after you log in to the system, the first thing you will use on the initial screen is the Main Menu, at the top of your screen, and shown in this next illustration:



When you want to enter treatment information, you use the Maintain menu selection. You are “maintaining” your sports medicine documentation files when you enter and edit treatment information. The Maintain selection is used for many Simtrak™ Mobility features.

Click on Maintain, and then click on Personnel from the list that appears. When you enter treatment information, you first will need to select a player. That is why you need to go to the Personnel section first when you want to enter treatment data.

After you select Maintain from the Main Menu, and then choose Personnel from the drop down list, you will see the Maintain Personnel window, shown partially below:

At the very top of the window, after the Maintain Personnel heading, you see [Mode: Wait]. The Wait mode means you need to tell Simtrak™ Mobility what you want to do next. (You can click on any of the tabs along the top, tabs such as Main, Address, Personal, and so on, and you will see the fields for that tab. Take a look at each of the tabs, if you like.)

What we want to do next is find a player, in order to make a treatment entry for that player.

If you have already used other Simtrak™ Mobility help guides, you will have encountered the use of the binoculars many times. The binoculars icon, Find (Locate), is on the System Toolbar, third item from the right. You use it to find a single record from among many. In this case, we want to find a particular player from among the many in the roster. (If you have not yet entered any players, stop here and go to the Maintain Personnel help guide, and use it to make several entries of players, roster entries. They can be real players or fictitious names for learning purposes. Fictitious players can be removed easily later.)

Click on the binoculars, and a list of players opens. Double click on your chosen player's last name in the list. (If the list of players is a very long list, you can begin typing the player's last name on the keyboard immediately after you click the binoculars, and Simtrak™ Mobility will quickly take you to that player.) After you click on the binoculars, you need to choose a player before you can move on to other windows. You choose a player by double clicking on the player's last name (or press Enter after selecting the player).

After you choose a player, the Maintain Personnel window will look like the illustration on the prior page, except that it will now display your player's name and other information.

Now we are ready to discuss entering treatment information.

Click on the Treatment tab along the top of the Maintain Personnel window. Your display will now look like this (below), with your selected player's name at the very top:



If there has been prior treatment information entered for this player, you will see it here. The illustration as shown above is for a new player without treatment information added yet.

Now take a look at the System Toolbar. It looks like this:



Reading from right to left, the System Toolbar tells you that you can either get Help (question mark icon), Close Form (Exit), find a new player (binoculars), or use the white sheet of paper icon, New Record (Add).

With the Treatment tab selected in the Maintain Personnel window, click on the New Record (Add) icon on the System Toolbar to make a new treatment entry.

After completing the instruction at the bottom of the prior page, the Treatments – Injury and Preventive window opens for the player that was selected in the Maintain Personnel window. The next illustration shows the Treatments – Injury and Preventive window (form) with the Main tab selected:

The screenshot shows a software window titled "Treatments - Injury and Preventive [Mode: Add] David Bonsollic - 123-11-3333". The window has four tabs: "Main", "Treatment", "Program", and "S.O.A.P". The "Main" tab is selected. The form contains the following fields and controls:

- Season: 2006-2007 (dropdown)
- Organization: Parlenda Athletics (text box)
- Sport: (dropdown)
- Date of Treatment: 01/04/2007 (text box)
- Status: (dropdown)
- Missed Day: (checkbox)
- Link to Injury: (checkbox)
- Injury #: (text box)
- Date of Injury: // (text box)
- Nature of Injury: (text box)
- Report Status: (dropdown)
- New Injury: (checkbox)
- Surgery Date: // (text box)
- Print on Management Summary and Detail Reports: (checkbox)
- Injury: (text area)
- Body Part: (text area)
- Copy Treatment: (button)
- User ID: EAG1 (dropdown)
- Create: (button)
- Modify: (button)

Take special note at the very top of the window; the message after the title is [Mode: Add]. That tells you the form (window) is ready to add a record.

Change the Season, if you need to, using the arrow at the right of the Season field.

Edit the Organization if you like, though usually that will remain unchanged.

Next look at Sport, and then in the middle part of the form (window), Report Status. These two fields are all Pull-Downs. For each, you click on the arrow and select from the list that appears the entry you need. These two Pull-Downs are lists you create (or can create). The choices in them can be customized by you to your organization. To customize (or make any changes to) these two Pull-Downs, see the Simtrak™ Mobility help guide entitled Maintain Pull-Downs for some additional description.

The various dates are all entered in XX/XX/XXXX format.

The red Status field has three choices of Able, Limited, and Not Able. These choices cannot be modified as they control the calculation of days and games missed. The status is used whether the treatment is linked to an injury or not. When a treatment is linked to an injury and the status is Not Able, the calculation of days and games missed is started, and it continues until the system encounters a new treatment linked to the injury with a status of Limited or Able. If the status is now Limited, the counter of days limited starts. If the status is now Able all calculation of days/games missed and/or limited is stopped.

The Missed Day box is checked automatically if the Status is Not Able. The Missed Day box can also be checked manually if a status is Limited or Able, and the user wants to show that the athlete missed a day even though they were able to play.

To link a treatment to an injury, click on the Link to Injury checkbox. A list of injuries for the player appears. Double-click or press Enter on an injury to link the treatment to that injury. *To calculate days and games missed, the treatment must be linked to the injury.* To create a rehabilitative treatment, link the treatment to an injury. To create a preventative/maintenance treatment, do not link the treatment to an injury.

The Nature of Injury field displays the text description that was entered in the Initial Report of Injury (see Injury Tab help guide). That text (up to 30 characters) was typed in at the Nature of Injury field on the Main tab of the Initial Report of Injury form (window).

The New Injury checkbox permits you to note that this treatment is being done for a new injury. “***New injury***” prints on the Management Detail and ATC/Physio Detail treatment reports. When the treatment is no longer considered new, un-check the box.

Enter a Surgery Date and the system will calculate weeks post-op and print that on the Management Detail and ATC/Physio Detail treatment reports. When the date is removed, the reports no longer print it.

If you check the box in front of Print on Management Summary and Detail Reports, the treatment will appear on those reports. Otherwise, it will not. However, the treatment will always print on the ATC/Physio Detail report.

The Injury and Body Part boxes at the bottom of the window are gray and not available, as shown in the illustration on the prior page. You cannot type text in to them. These two boxes use the Simtrak™ Mobility “Selector Window” technology to do two things: speed up data entry, and ensure there are no typographical errors. Data entry here is a little different.

First, double click in any one of the boxes (they both operate the same way). A list comes up that provides you choices of what you want to enter. Double click again on each (one or more) item in the list you wish to enter in the box. You will see that your double click action adds an “x” to the right of the list item each time. (Then double click on a list item that has an “x” beside it, and you will see the “x” disappear.) When you have the desired “x” marked items you want for your entry, click on the OK button at the bottom. Your “x” marked items from the list will appear in the gray box (Injury or Body Part box).

Any time you want to change the items that are entered in one of the two gray boxes, just double click in the box, and change which displayed list items have an “x” beside them. When you are satisfied that your changed “x” list is correct, then click on the OK button at the bottom.

To change the lists that show up when you double click in the Injury or Body Part box, go to the Maintain Pull-Downs help guide. These lists are pull-downs that you set up in your software. They are customized by you to your organization. The Maintain Pull-Downs help guide tells you how to do this.

The Add and Delete buttons at the top of the Select window are short-cuts to the Maintain Pull-Downs operation.

The Copy Treatment button at the bottom of the window can be a great time-saver when making treatments. It copies the information for a prior treatment into your window. Then, you can edit the fields to make a new treatment entry, without having to enter the redundant information. In other words, if you are making a treatment today that is the same or very similar to one you made a few days ago, you can copy the one you made a few days ago, make a few changes to the fields that show up, and then save it as your new treatment entry for today. To do this you need, of course, to have prior treatment entries for the player with whom you are working. Those treatments will show up in the list you see after you select your player using the binoculars and make the Treatment tab active. For review, the steps would be:

1. Click on Maintain on Main Menu, and select Personnel from list.
2. Click on binoculars on System Toolbar, and select a player from list.
3. Click on Treatment tab in Maintain Personnel window.
4. Double click on the treatment you want to copy, then click Copy button.

Other Tabs in the Treatments – Injury and Preventive window:

Treatment As you can see in the illustration below, you can type in your Limitations and Comment text at the bottom. The four boxes above those white and lighted bottom boxes are special data entry boxes that use the Simtrak™ Mobility “Selector Window” technology. They operate the same way as the Injury and Body Part boxes described above in the section on the Main tab of the Treatments – Injury and Preventive window (double click in the box to open a list, then make list selections). See the prior description of procedures for review, if you would like.

If the treatment is linked to an injury, the Injury #, Date of Injury, and Nature of Injury fields at the top will show information.

- Program Information in this location is used for the setup and tracking of exercise/rehabilitation programs. To access the Program: Treatment Entry screen, double click on the large gray area. In that screen you can record order of progression with line items for sets/reps/weight, time, and distance. *(This feature is not available in Select versions of Simtrak™ Mobility.)*
- S.O.A.P. Fields for entering your notes.