Inserting Phrases into QuicDoc Pro

QuicDoc 9.5.5

First, you will want to build your list of phrases. To do so, login into QuicDoc Pro as the Admin User.

Go to Setup – Phrase List

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 information Show inactive Patients 	HITCHCOCK, ALFR V 00195375 Johnson, Carvon 00100124 Kent, Clark N. V 00159635 KIMBLE, HANK 00184536 King, Don L. 00159753 Leaf, Ryan 00195716 Parker, Bonnie L. 00159777	H	Hot Note Hot Note: Very busy Limo Driver! Treatment Plans			
	Rockwell, Norm N. 💎 00123987 SHMOE, JOE N. 00133456		Date	Plan T	уре	Provid
	Simpson, Homer Ø SMITH, TIM K. 00258963 Snow, John 00159589 Stark, Eddard 00125032 ZACK. ZILLMORE Z. 00125001	1	2/17/	2/2013 OP Tre	atment Plan atment Plan atment Plan	O'SHAU ddoctor ddoctor

I have already created a few categories of phrases as you can see.

We are going to add a TEST Category by clicking on the Add Button next to the Categories Section.

	Phrases	×	
Categories Identifying Information Clinical Formulation Patient Living Situation Chief Complaint Phrases KHe/She> has been in therapy off and on for a number of years and <he sh<br="">anxiety and panic attacks depression and anxiety The patient has <his her=""> own transportation. The patient is a <age> year old <sex> who entered treatment for</sex></age></his></he>	Add Rename Remove		
Enter a new item and click Add or enter modification to selected item and click Rename. Select an item and press Delete to remove item. Rename Add			
You can use <age>, <sex>, <he she="">, <he she="">, <him her="">, <him her="">, <his her="">, <his her=""> for variables.</his></his></him></him></he></he></sex></age>			

1	Ph	nrases		×
Categories Identifying Information Clinical Formulation Patient Living Stuation Chief Complaint	Add Rename Remove	Phrase Category Enter Category Name	OK Cancel	
Phrases				

Now you can create any number of phrases to use under this category.

Type a new phrase into the "Enter a new item..." box and click the Add button.

Note: You use certain variables to pick up the appropriate pronoun, age, or gender.

For instance in place of **He started a new venture** ... or **She started a new venture**...

You would enter the phrase <He/She> started a new venture...

After you have created your phrases, make sure to log in as a Provider to insert the phrases into a Note.

In this example, we are entering phrases into the **Identifying Information** in an **Intake Note**.

	Phrases	×
Categories Identifying Information Clinical Formulation Patient Living Situation Chief Complaint Test Category	Add Rename Remove	
Phrases		
Enter a new item and click Add or enter modification to selected item and clic This phrase is under the Test Category. The patient has just moved to the ar You can use <age>, <sex>, <he she="">, <he she="">, <him her="">, <him her="">, <h< td=""><td>rea. <he,she> has been unemployed for Add</he,she></td><td>ie K</td></h<></him></him></he></he></sex></age>	rea. <he,she> has been unemployed for Add</he,she>	ie K

	Phrases	×		
Categories Identifying Information Dirical Formulation Patient Living Situation Chief Complaint Test Category Phrases This phrase is under the Test Category. The patient has just moved to the analysis of the category. After clicking the Add Button, under the selected category.	Add Rename Remove area. <he,she> has been unemployed for the phrase is added to the Phrases list</he,she>			
Enter a new item and click Add or enter modification to selected item and click Rename. Select an item and press Delete to remove item.				
You can use (Age>, <sex>, (He/She>, <he she="">, (Him/Her>, <him her="">,</him></he></sex>	His/Hep: <his for="" hep:="" td="" variables<=""><td>t</td></his>	t		
Close				

Open an Intake Note and click on the **Identifying Information Section** of the Note.

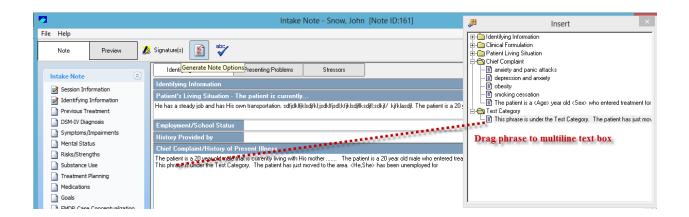
Select the Phrase List by going to File – Insert Phrases (as shown below)

		Intake Note - Snow, John [No
File	Help	
	Generate Note	💈 Signature(s) 🖉 💞
	Spell Check	
	Send to	Identifying Information Presenting Problems Stressors
	Insert Phrases	Identifying Information
	Exit	Patient's Living Situation - The patient is currently
	Previous Treatment	He has a steady job and has His own transportation. sdfjdklfjklsdjfkl;jsdklfjsdl;kfjklsdjflksdjfl;sd
	DSM-IV Diagnosis	Employment/School Status
	Symptoms/Impairments	History Provided by
	Mental Status	Chief Complaint/History of Present Illness
	Risks/Strengths	The patient is a 20 year old male that is currently living with His mother
	Substance Use	
	Treatment Planning	
	Medications	
] Goals	
Ē	EMDR Case Conceptualization	
	EMDR Family History	
	EMDR Neg Cog Control	
	Choices	
4	DSM/ICD Diagnosis	
0	ther Sections 🛛 😵	
P	sychosocial History 🛛 😵	

This will bring up the Phrase List and Categories you have created. At this point you can click on the Plus Sign next the categories and Drag-and-Drop the appropriate phrase into the multiline text boxes in this section. You may not that you cannot drag the phrase into a single line text box.

(We will be enhancing this capability in upcoming releases to include All multiline text boxes and to also include single line text boxes [in some cases]).

▼ File Help	a Snow. John Intake Note - Snow, John [Note ID:161]	Insert Image: Second
Intake Note Session Information Identifying Information DSM-IV Diagnosis Symptoms/Impairments Mental Status Reduks/Strengths Substance Use	Identifying Information Presenting Problems Stressors Identifying Information Patient's Living Situation - The patient is currently Patient's Living Situation - The patient is currently He has a steady job and has His own transportation. sdijdklijdddfklijddklipiddklipiti teatiet teatiet teatiet teatiet teatiet teatiet tea	
Treatment Planning Medications Goals EMDR Case Conceptualization EMDR Family History DMDR Neg Cog Control Choices		



You may create as many categories of phrases as you wish. You may also add any number phrases within a category.