

**WHAT'S NEW IN LADDS?**

❖ **Gambling Report**

A new Gambling Report has been added in LADDS. The report contains date range, region, facility and screen type options. Screen type options include "All Screens" or "All Positive Screens".



❖ **Log-in Name and Password**

No spaces or foreign characters can be inserted into the user name or password. It must be alphanumeric without spaces.



**- REMINDER -**

❖ **DWI (Source of Referral and Source of Payment)**

**3<sup>rd</sup> and 4<sup>th</sup> DWI Conviction LADDS Procedure**

**A. INPATIENT**

Clients admitted to Inpatient and Judge deems "Able to Pay":

In LADDS, on the "Initial Interview" link, complete item "Source of Referral" by selecting option "DWI 3<sup>rd</sup> Conviction"; complete item "Disposition" by selecting option "Admission". In LADDS, on the "Financial Info" link, complete item "Source of Payment" by placing a  on option "DWI".

In LADDS, on the "Initial Interview" link, complete item "Source of Referral" by selecting option "DWI 4<sup>th</sup> Conviction"; complete item "Disposition" by selecting option "Admission". In LADDS, on the "Financial Info" link, complete item "Source of Payment" by placing a  on option "DWI".

Clients Admitted to Inpatient and Judge deems "Not Able to Pay":

In LADDS, on the "Initial Interview" link, complete item "Source of Referral" by selecting option "DWI 3<sup>rd</sup> Conviction"; complete item "Disposition" by selecting option "Admission". In LADDS, on the "Financial Info" link, complete item "Amount of fee" with "0"; complete item "Source of Payment" by placing a  on option "DWI".

In LADDS, on the "Initial Interview" link, complete item "Source of Referral" by selecting option "DWI 4<sup>th</sup> Conviction"; complete item "Disposition" by selecting option "Admission". In LADDS, on the "Financial Info" link, complete item "Amount of fee" with "0"; complete item "Source of Payment" by placing a  on option "DWI".

**B. INTENSIVE OUTPATIENT**

Clients admitted to Intensive Outpatient and Judge deems "Able to Pay":

In LADDS, on the "Initial Interview" link, complete item "Source of Referral" by selecting option "DWI 3<sup>rd</sup> Conviction"; complete item "Disposition" by selecting option "Admission". In LADDS, on the "Financial Info" link, complete item "Source of Payment" by placing a  on option "DWI".

In LADDS, on the "Initial Interview" link, complete item "Source of Referral" by selecting option "DWI 4<sup>th</sup> Conviction"; complete item "Disposition" by selecting option "Admission". In LADDS, on the "Financial Info" link, complete item "Source of Payment" by placing an  on option "DWI".

Clients Admitted to Intensive Outpatient and Judge deems "Not Able to Pay":

In LADDS, on the "Initial Interview" link, complete item "Source of Referral" by selecting option "DWI 3<sup>rd</sup> Conviction"; complete item "Disposition" by selecting option "Admission". In LADDS, on the "Financial Info" link, complete item "Amount of fee" with "0"; complete item "Source of Payment" by placing a  on option "DWI".

In LADDS, on the "Initial Interview" link, complete item "Source of Referral" by selecting option "DWI 4<sup>th</sup> Conviction"; complete item "Disposition" by selecting option "Admission". In LADDS, on the "Financial Info" link, complete item "Amount of fee" with "0"; complete item "Source of Payment" by placing a  on option "DWI".