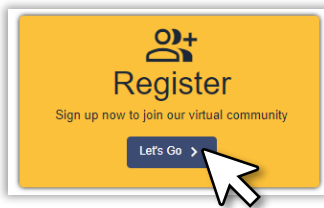




Setting up organizations with multiple locations or services

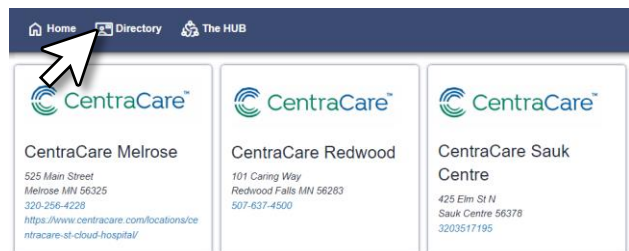
Some organizations may benefit from setting up multiple profiles. This may include organizations with more than one location, such as health systems with multiple hospitals or mental health providers that offer a variety of services at various addresses. Examples of these are CentraCare, a large health system with nine hospitals throughout Minnesota. Or PrairieCare, a mental health provider that offers both residential treatment and inpatient hospitalization at different locations.

1) Register each location, or each distinct service at mnpsychconsulthub.com:



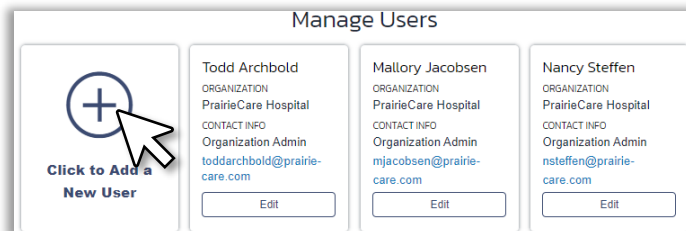
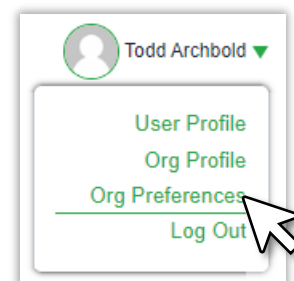
You will register each location or each service separately, each with their own Administrator who will manage the profile and the users within that location. Each location or service can have multiple Administrators and multiple other users.

From the Directory page you will see multiple names addresses for each location or service. This allows for distinct and direct connections to be made between areas within larger organizations.



2) Mental health providers should setup the specific “Org Preferences” for each specific location or service which helps determine which individuals can benefit for your services:

Managing preferences is key in matching cases to your services and specialties. This includes things like ages, presenting issues, diagnosis, setting type, and more. You can change these preferences at any time. NOTE: Hospitals, emergency depts, or other boarding settings that don't provide mental health care should NOT setup preferences.



3) Setup users who can create and manage cases at each location or for each service.