

Documenting/Invoicing Group Therapy

To add clients to your schedule:

1. Do it exactly as you would a regular therapy client. Click from the time slot you want on your schedule, add your first client, and then click from the time again to add the second and so on. Don't click the client name when trying to add another one or you'll just replace that client. Your schedule will end up looking funky for that hour but it's okay!
2. Invoice each client separately. Use the group code 90853 when invoicing.
3. Each client can have similar things in their note like group topics discussed and then something individually about them.
4. Add a group goal to their existing treatment plan if they are a current client, make a new treatment plan for them with group goals if they are only a group client.