Requesting an **EDAPT Referral via EPIC**

**Step 1:** Open your client’s chart.

**Step 2:** Select “Add order”.

![EPIC interface screenshot](image)
Step 3: In “Add Order,” type “EDAPT Referral” and hit ENTER when that appears.
Step 4: Fill in all required areas by clicking through them. See specific notes below for further guidance.

NOTE: Please do not edit the “Reference Links” section.

1. **Reason for Phone Interview?** Is the client at risk for OR experiencing psychosis?

2. **Did the Client agree to be contacted by EDAPT?** Yes or No. The answer must be “Yes” to proceed with sending the referral form. Otherwise, send Carolina Valdovinos Ramirez a message via EPIC for clients who refuse the Phone Interview/Questionnaire.

3. Click the text in the “Comments” box and select the applicable symptoms by using the yellow arrows to toggle your responses.

4. Click “Accept”.

5. Click “Sign Orders”.

**Step 5:** Enter diagnosis and click “Accept”.

Requesting an EDAPT Referral via EPIC
OTHER HELPFUL TIPS

Making sure the referral was sent successfully:

   Click “Chart Review” on the left column, then look under the “Other Orders” tab to view your request.

If you have any issues completing this form:

1. Ensure all REQUIRED areas have been filled out.
2. Ensure you have filled out the “comments” box.
3. If you are still unable to send the referral, please send a message to Carolina Valdovinos Ramirez via EPIC for clients or call the EDAPT clinic line at: 916-734-7251.
4. You may also fax the attached interview request form to 916-734-7539.