Supervision Log Wizard

Staff that have been identified as Supervising Clinicians for Limited Licensed staff are required to review and approve their service logs. Fortunately, Relay makes it very easy to complete this task. Logs should be reviewed with the LL team member, ideally during monthly supervision meetings.

Step 1: Click on Wizards on the navigation bar.

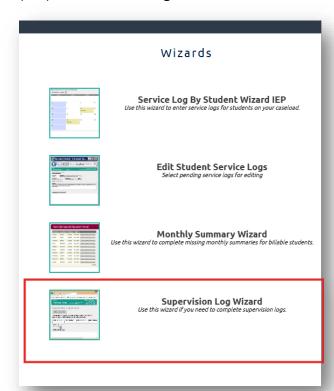
You'll be taken to a screen containing different types of logging wizards

Select Supervision Log Wizard.

Step 2: Select the provider and student you wish to review.

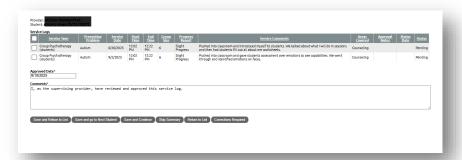
This list contains providers and logs that require approval before the claims can be sent out for billing.





Claims from Limited Licensed Staff will not be sent to Medicaid if a supervising clinician has not approved them. You have up to a year to approve any outstanding logs.

Step 3: Check the service logs and add comments save and return to List.



For more information or support:

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