

CAREWare includes several options for customizing client data. Data for custom fields can be imported using a custom Provider Data Import template. The table the custom field record is entered in depends on the location of that field in CAREWare. For example, custom client records are imported from the exp_client table, and custom service fields are imported from the exp_service table.

To import custom fields, a custom field need to be activated for the provider as a custom field template by following the instructions [here](#).

Once the custom fields are activated for a custom field template, those custom fields can be included in a template for importing custom data by following the instructions [here](#).

In this example, the exported template includes custom fields in the exp_client.csv and exp_eligibility.csv tables. A custom field called 1 0 test active for the custom client tabs and active as a custom eligibility field.

Selected	Custom Field	Location	Template Field Name
<input checked="" type="checkbox"/>	1 0 test	cw_client_custom	1_0_test
<input checked="" type="checkbox"/>	1 0 test	cw_eligibility_custom	1_0_test

This means the exported template has a new column added to the exp_client table and the exp_eligibility tables.

exp_client.csv (read-only) - OpenOffice Calc

File Edit View Insert Format Tools Data Window Help

BP1:BP1048576 = cst_1_0_test

	BJ	BK	BL	BM	BN	BO	BP	BQ	BR	BS
1	cln_primary_diagnosis_da	cln_common_note	cln_preferred_nam	cln_stateno	cln_eUCI	match_id	cst_1_0_test	cst_1_Basic_Needs_Scor	cst_Dentist	cst_newAttachments
2										

exp_eligibility.csv (read-only) - OpenOffice Calc

File Edit View Insert Format Tools Data Window Help

O1:O1048576 = cst_1_0_test

	I	J	K	L	M	N	O	P
1	elg_date	elg_yes_no_code	elg_elg_cs_code	elg_comment	elg_delete	elg_fnd_sr_code	cst_1_0_test	cst_5A_Questionnaire
2								

The format for a custom field includes the prefix cst_ and an underscore where there were spaces. So for the custom field 1 0 test, the name of the field in the template is cst_1_0_test. Data entered in that column is imported to that location of the client record along with the other data for the corresponding record. If there is an eligibility status record with custom field data, that custom field data is included for the eligibility record for that date in the client after it is imported.

Imports can also include attached documents, which are uploaded to active attachment type custom fields. [Here](#) are instructions for including attachments in imported CSV files.