

Screenings

Purpose	Record and manage a client's screening results.
Who should do this	CAREWare staff who enter or review screening data.
Use this guide when you need to	Add a screening result to a client record.
Main warning	Confirm the screening date and result before you save.

Quick path

Client record > Screenings > Add > Enter details > Save

Standard and Custom Screenings

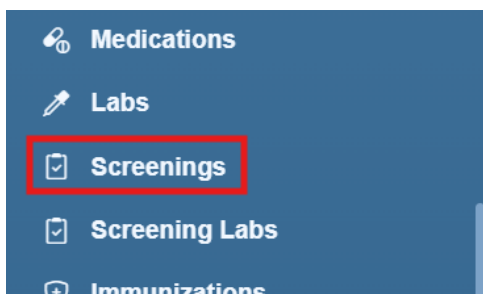
CAREWare includes these common clinical screenings:

- Colposcopy
- Geno/Pheno Typing
- Adolescent History of Sexual Activity
- Hysterectomy (non-dysplasia/non-malignant indications)
- Pap Smear
- PCP Prophylaxis
- Pelvic Exam
- Pregnancy Status
- Rectal Pap Smear
- Smoking Status
- TB Chest Radiograph
- TST

Provider-specific and custom screenings are added in Screenings Setup under Administrative Options > [Clinical Setup](#).

How to Add a Screening to a Client Record

Step 1. In the client record, select *Screenings* from the left menu.



Step 2. Select Add.

View

Add

Delete

HL7 Source

Print or Export

Column visibility ▾

Copy

Screenings

Search:

<<

<

>

>>

100 ▾ entries per page

Showir

Test Date ▴ ▾ ≡

Test Definition Name ▴ ▾ ≡

Housing Arrangement Test ▴ ▾

Menu Options

Button	What it does
View	View the details of an existing screening record.
Add	Add a screening record.
Delete	Delete an existing screening record.
HL7 Source	View the HL7 holding-tank record for a screening entry.
Back	Return to the Client Summary.
Print or Export	Print or export the list of screening records.
Column Visibility	Choose which columns appear in the screening list.

Step 3. Enter the screening date.

Save

Save And Add

Back

Screenings

Test Date *

07/31/2026

Step 4. Choose the screening from the list. To shorten the list, type the first few letters of the screening name.

Save

Save And Add

Back

Screenings

Test Date *: 07/31/2026

Test Definition

col

colistin

Colistin Susc Islt

Colonoscopy

Step 5. Complete *Result* and *Action*. Test Score and Comment are optional.

[Save](#) [Save And Add](#) [Back](#)

Screenings

Test Date *: 07/31/2026 

Test Definition *: TST 

Result *: Negative (<5mm) 

Action: Not Applicable 

Test Score:

Test Comments:

Step 6. Select *Save*.

[Save](#) [Save And Add](#) [Back](#)

Screenings

Test Date *: 07/31/2026 

Test Definition *: TST 

Result *: Negative (<5mm) 

Action: Not Applicable 

Test Score:

Test Comments:

TIP

Select Save and Add when you need to enter more than one screening.

How to confirm it worked

- The new screening appears in the screening list.
- The screening date, test name, result, and action are correct.

Troubleshooting and common questions

How do I find the screening I need?

Type the first few letters of the name. If it still does not appear, ask an administrator to check Screenings Setup.

Which fields are required?

Enter the screening date, select the screening, and complete Result and Action. Test Score and Comment are optional.

How do I enter several screenings?

Select Save and Add after each entry until you are finished.

Related References

Document	Use it for
Clinical Setup	Add custom screenings, activate screenings, and review the screenings available for client records.