DIRECT CLINICAL SERVICES DELIVERED WITH THE INTENTION TO ENHANCE THE WELL-BEING AND STATUS OF THE RECIPIENT.

To Add a Direct Clinical Services/Model Services

How?
1. Click on Add Activity
2. In the menu, click on Add beside 'Direct Clinical Services/Model Services'
3. Answer all the questions posed in NIRS. Pay special attention to the following questions:

- **Title of Activity**: Please make sure to include the Project Name in the activity title. It may also be helpful to include initials of your clinical services recipient. Many of these activities are recurring and you will need to update them throughout the year. It is important to make your activity titles distinctive.

- **Name of clinic**: Please enter the name of the clinic where the services took place. If the services were not conducted in a clinic then please use this section blank.

- **Number of unduplicated individuals served**: Please do not double count recipients. Please make sure to enter activities by recipient, not by clinic. If you will be providing the same clinical services to the same recipient multiple times per year, please make sure to mark the box next to “Recurring Activity?” at the bottom of the page. DO NOT enter multiple records for the same activity for the same recipient.

- **Demographic Information**: Please make it a habit to collect demographic data on your clinical service recipients if possible.

- **Type of Activity**: This field is auto filled for Direct Service activities

- **Was the Center the lead on this activity?** If the answer is YES and the Area of Emphasis is *Education & Early Intervention, Customer Satisfaction* data MUST be entered. Please keep in mind that for most Direct Clinical Service activities you will not choose *Education & Early Intervention* as your area of emphasis.