

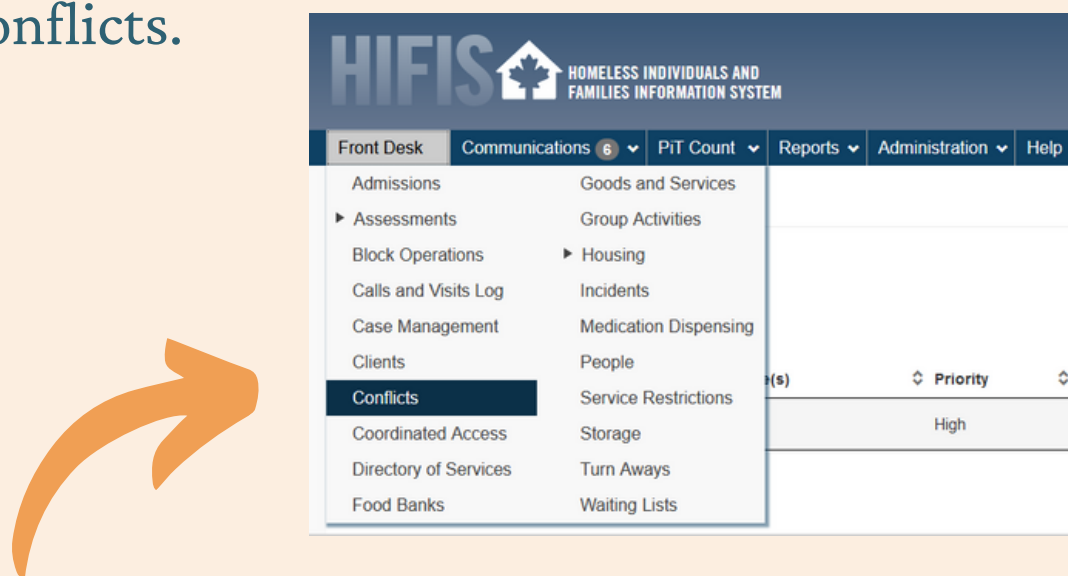
# Adding a conflict in HIFIS

Conflicts can arise anyplace, anytime. With HIFIS, you can easily record conflicts to keep track of what's happened. This document will show you the steps on how to record a conflict.

## 1.) The Conflicts Module

From the Home Page, Click the Front Desk and then click Conflicts.

Two simple clicks!



## 2.) Add a new Conflict

From this page you can see the history of Conflicts for your provider.

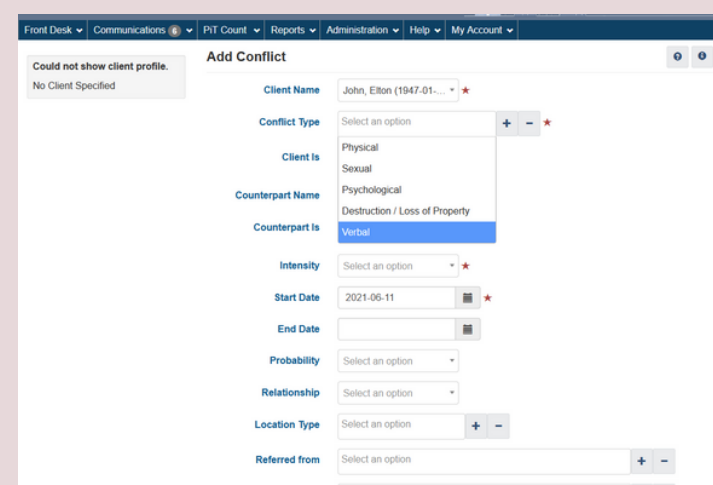
Click the Add Conflict button at the bottom of the page.



## 3.) Type in your Client's name.

Fill out the Conflict information as accurately as possible!

There are many different conflict types

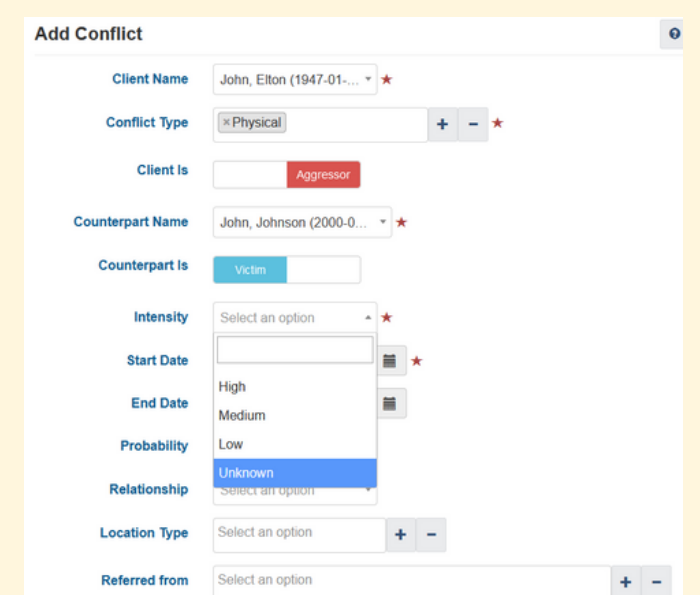


## 4.) Enter the Counterpart information

You can enter who is the aggressor of the conflict, and who is the victim.

You must also choose an intensity of the situation.

Scroll to the bottom and click save when finished!



## You will then be taken to the Conflict List History for your Client.

The new Conflict should appear here. If you notice anything is incorrect, click the pencil icon to edit the information.



Questions or Concerns? Email the team at [hifis@sjhdc.ca](mailto:hifis@sjhdc.ca)