

## Therap Access for Participants and Guardians

Therap is the web-based case management system that the Nebraska Division of Developmental Disabilities (DD) and Medicaid Home and Community Based Waiver Services (HCBS) providers use for documentation.

As of July 16, 2018, participants, legal guardians and others at the request of the participant/guardian, will be able to request a username and password to access Therap. Participants of HCBS waiver services will be able to see information pertaining to them from all of their service providers.

This access will be read-only (nothing will be able to be entered or changed) and only the modules listed below will be visible. Please note that not all providers use all of the modules. Only underlined modules are required to be documented within Therap and will be available for all participants.

Advanced Directives*	Emergency Data Form	<u>ISP Data</u>
Appointments & Health Tracking	<u>Individual Data Form*</u>	<u>ISP Programs (Habilitation Programs)</u>
Behavior Events	Individual Home Page	Personal Focus Worksheet*
Behavior Plans & Tracking	<u>Individual Support Plan (ISP)*</u>	Secure Communication (SComm)
<u>Budget/Service Authorizations*</u>	ISP Agenda*	

In order for a username and password to be issued, the [Therap access request form](#) and signed [release of information](#) must be filled out and sent via email to [DHHS.DDTherapAccess@nebraska.gov](mailto:DHHS.DDTherapAccess@nebraska.gov) or via mail to:

Department of Health & Human Services  
Division of Developmental Disabilities  
Attn: Therap Access  
P.O. Box 98947  
Lincoln, NE 68509-8947

Therap produced how-to guides to assist with navigating its modules. These documents may be found on the Therap website for participants and guardians located at: <https://help.therapservices.net/app/nebraska-individuals-guardians>. The website also has links to resources such as FAQs or Live Help under the Troubleshooting menu that provide further support. Therap's online Live Help directs the user to log in. Once logged into Therap, the link to Live Help [link](#) at the bottom of the main screen.

If there are any questions about how to request access, please email your questions to [DHHS.DDTherapAccess@nebraska.gov](mailto:DHHS.DDTherapAccess@nebraska.gov) or contact your DD Service Coordinator.

The Individual Data Form may be entered either by your service coordinator or your service provider.

If there are questions about the information you see in Therap and it is in any of the modules with an \* above, please contact your DD Service Coordinator. If there are questions about information in any other module, please contact your service provider.