

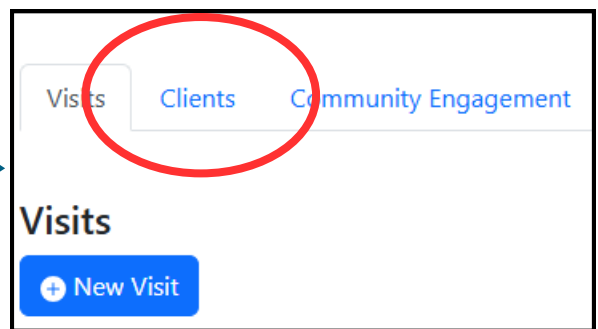
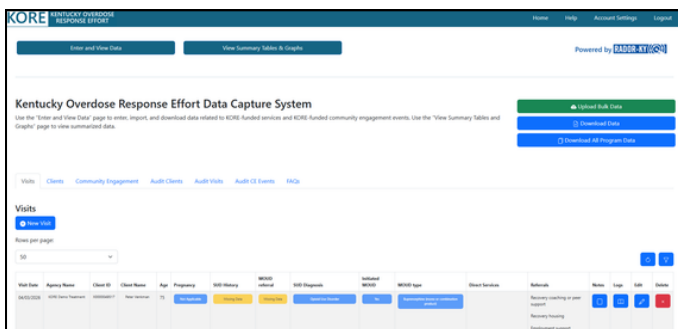
KORE Data Capture System (KDACS):

Entering a Client

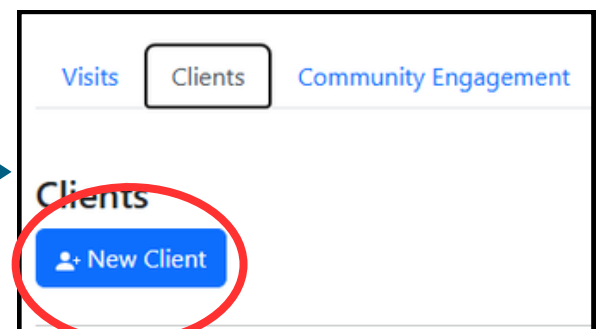
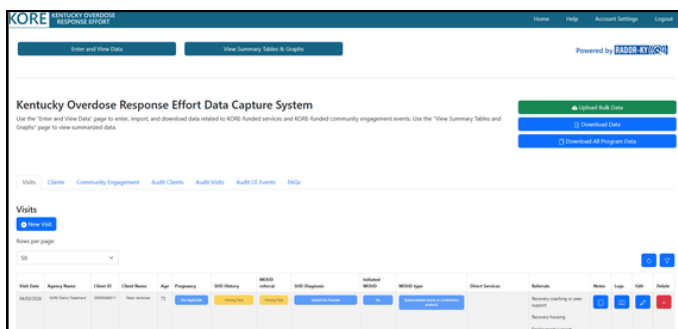
Quick Reference Guide

Entering a new client:

- When you first log into your account you will be taken to the KORE Data Capture System's homepage of which you will see a variety of tabs.
- Locate and right click the "**Clients**" tab.
 - Note: Each client will only appear once on this page, even if they have multiple visits.

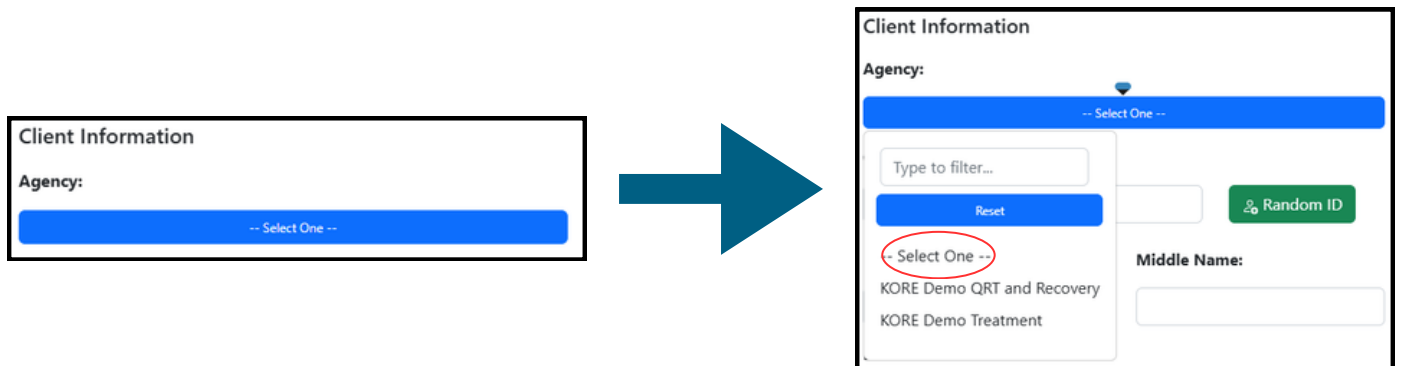


- Client records are usually created automatically when you enter a visit for someone new, but you can manually add a client from this tab. This is helpful if you know someone will be coming in soon and you would like to begin entering information.
- **To add a new client**, click on the "**Clients**" tab and then click "**New Client**" button in blue.



- A popup will appear labeled “Add Client” to which you will provide the client’s basic information.

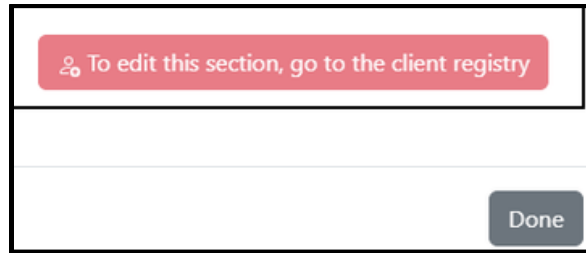
- Begin by selecting the program to which the individual is a client.
 - Note: You will only be able to view the programs of which you have been assigned as a user.



- Next, you must provide a unique Client ID. You can either enter your own internal ID or click the “Random ID” generator button in green.

- Complete the remaining sections of Client Information. Click “Add new client Information” button in green, then done.

- Click “Done” in the bottom right of the pop up window.



- The client should now be in the system and appear in the filterable table at the bottom of page.

Visit Date	Agency Name	Client ID	Client Name	Age	Pregnancy	SMD History	MOUD referral	SUD Diagnosis	Initiated MOUD	MOUD type	Direct Services	Referrals	Notes	Logs	Edit	Delete
04/08/2026	KORE Dena Treatment	X000048853	Will Fern		Not Applicable	Strong Use	Strong Use	Substance Use Disorder	No	Transdermal buprenorphine or extended-release naltrexone	Recovery coaching or peer support	Recovery coaching or peer support Recovery housing Employment support Transportation support				
04/03/2026	KORE Dena Treatment	X000048817	New Harrison	75	Not Applicable	Strong Use	Strong Use	Substance Use Disorder	No	Buprenorphine, buprenorphine or extended-release naltrexone	Recovery coaching or peer support	Recovery coaching or peer support Recovery housing Employment support Transportation support				
03/31/2026	KORE Dena Off and Recovery	X000048778	Jared Smith	45	No	Specialist assessment only	No	Strong Use	Strong Use	Strong Use	Recovery coaching or peer support Employment support	Recovery coaching or peer support Recovery housing				

- If you need additional support or have any questions about the KORE Data Capture System, reach out to your Implementation Specialist, the Data Coordinator, or email us at KORE@ky.gov.