1 INTAKE | REFERRAL | ADMISSION

- Referral entry / processing
- Automated benefit eligibility verification
- Notice of election process & reporting
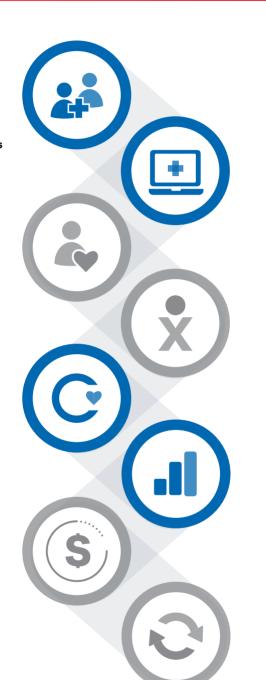* Document Management – **CareDocuments**

3 CAREGIVER MANAGEMENT

- Manage caregivers, contractors, volunteers & administrative associates
- Compliance tracking & management
- Availability management
- Security management

5 POINT OF CARE

- On-line & off-line visit notes / forms entry
- Integrated with orders & care plan
- HIS integrated assessment service notes
- Customizable forms
- Electronic patient & associate signatures

7 BILLING & PAYROLL

- Payer master files for all payers
- Billing requirements / rules for all payers
- Authorization tracking & management
- Benefit eligibility tracking (ongoing)
- Automated billing for all eligible payers
- Integrated collections / AR management
- Payroll reporting
- Service verification for accurate billing & payroll information

2 CLIENT HEALTH RECORD

- Integrated comprehensive EMR
- Streamlined document workflow – **CareDocuments**
- Secure internal messaging
- Built-in compliance workflows & alerts
- Orders tracking/compliance
- IDT Process with attendee e-signatures
- QA review process
- Complete bereavement process
- HIS entry & submission
- Patient / family portal
- Physician web portal

4 INTEGRATED SCHEDULING

- Follows physician orders
- Checks payer authorization required
- Caregiver matching based on compliance, available & territory
- Mass scheduling assignment
- Missed visit tracking & reporting

6 DATA ANALYSIS & REPORTING

- Dashboard displays agency's performance
- Minute-by-minute reporting for ongoing agency activity
- Patient survey data reporting
- Complete workflow management
- Ad-hoc & standard reports

8 INTEROPERABILITY

- Interoperability engine interfacing data exchange
- Seamless integration with suite of third party providers