

# HOME HEALTH MOBILE iOS MANUAL

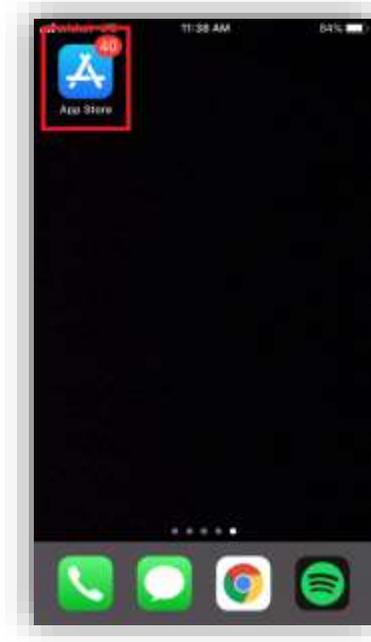
November 2021

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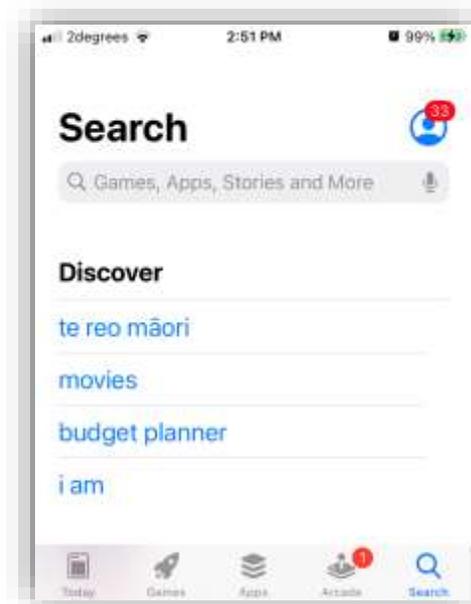
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## DOWNLOADING APP

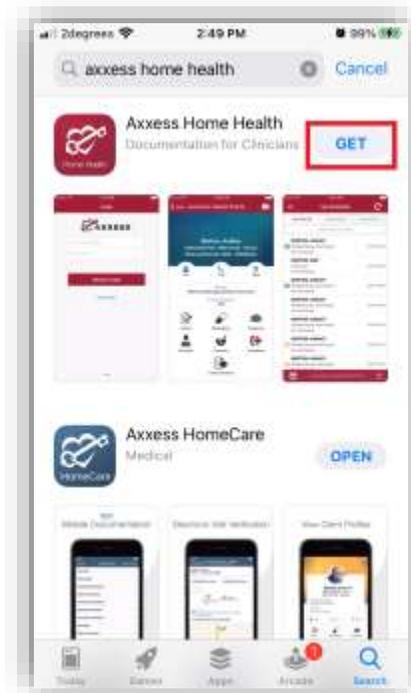
Go to the Apple App Store.



Tap on the search feature at the bottom right of the page.

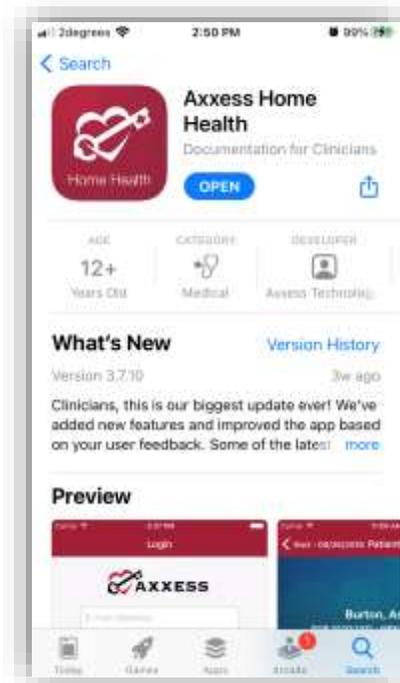


Search for “Axxess Home Health.” The app is red and says “Home Health” at the bottom of the Axxess logo (heart and key). Tap the **GET** button. Then there will be a pop up from the bottom of the screen (if logged into Apple account) with an **Install** button. Then the download process will begin.



NOTE: If the app is accidentally removed, go back to the App Store, search for Axxess Home Health and tap on the Home Health app, there will be a cloud icon

 to tap and re-download the app.



The app will now be located with the rest of the user's apps. Always make sure to update the App for the latest version in the App Store.

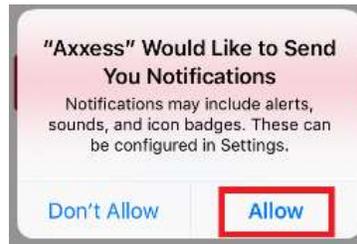


Tap on the Home Health app to open and the following pop-up will display.

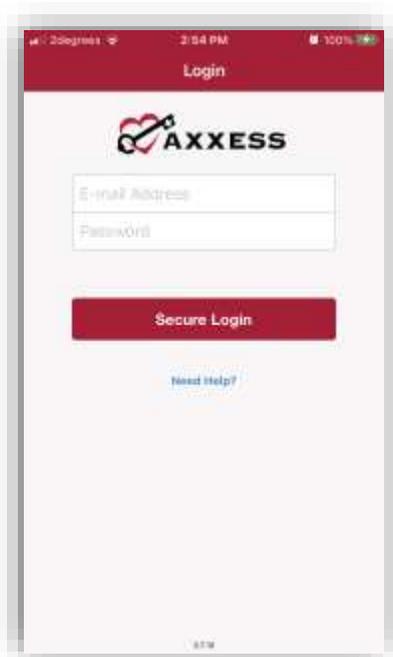
Tap **Allow While Using App** so that Axxess can have access to the user's location while using the app. Allowing this feature is critical for the app to be able to pinpoint the user's location accurately for Electronic Visit Verification (EVV), which will be covered later.



Tap **Allow** so that Axxess can send notifications including alerts, sounds and icon badges depending on how the app notifications are configured in the device's settings.



The following is the login screen. Enter the email that was provided to the organization and the established password while logging into the web version of the Home Health app. If the password was forgotten, then tap the **Need Help?** hyperlink. Then tap on the **Forgot Password?** button which will send the password reset instructions to the email provided. The version number of the app will be listed at the bottom. Enter the Email Address and Password, then tap on **Secure Login**.



If the user has access to more than one organization, they will have to choose an organization.



Tap on the red **OK** button.



Users are required to create a 4-digit passcode.



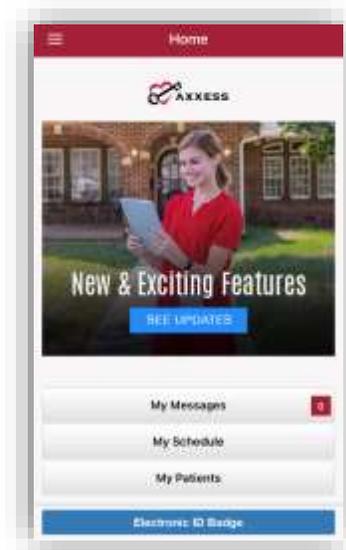
Once a 4-digit passcode has been entered, confirm the passcode by entering it one more time. Any time users leave the app and come back, or the app times out due to inactivity, the passcode must be reentered.

**NOTE:** After five incorrect attempts, the user will be prompted to log back into the app and create the passcode.

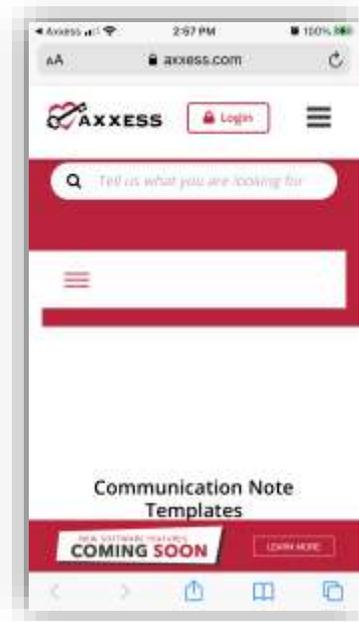


## HOME PAGE

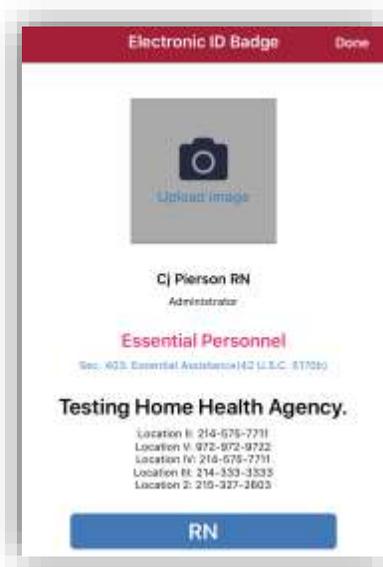
Here is the Axxess Home Health home page. The menu button is on the top left of the screen. The bottom three tabs are **My Messages**, **My Schedule** and **My Patients**. The main part of the screen is any announcements that Axxess might be promoting. To see new features, tap on the **SEE UPDATES** button.



The following is the internet page (device automatically opens Safari browser app) to find out more information about any Axxess promotions or products. Tap the word **Axxess** in the very top left (by the device signal strength icon) to go back to the Home Health mobile app. A reminder if the user leaves the app and returns, they will have to re-enter their 4-digit passcode.

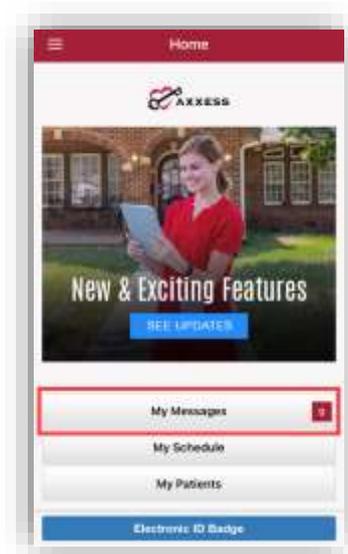


Clinicians can access and present an Electronic ID Badge to facilities and authorities to verify authorized entry into locations where patients are located. To access the ID badge, tap on the **Electronic ID Badge** button at the bottom of the home screen. Tap **Done** to get back to the home screen.

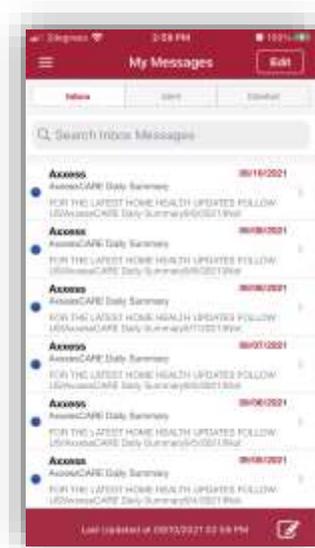


## MY MESSAGES

Tap on the **My Messages** button. This is the HIPPA-compliant, intra-organization messaging feature.



Here in My Messages, create new messages or see any messages that have been Sent, Received or Deleted. The messages default to the Inbox tab (red text). Any new messages will have a blue dot to the left. The sender of the message will be in **bold** text with the subject of the message underneath. A preview of the message is underneath the message subject. The date the message was received will be on the right (**red text**). The last time/date the message queue was updated will show at the bottom (white text). Swipe down on the message center to refresh.



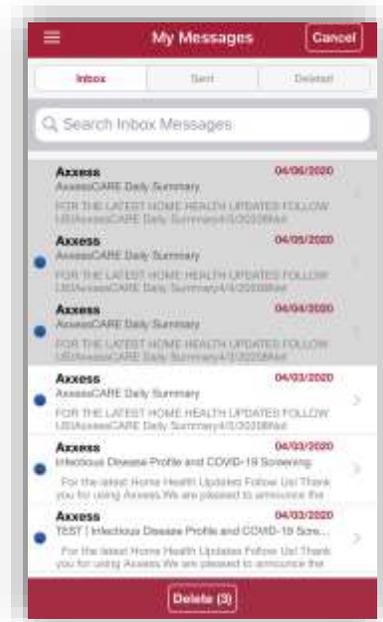
Tap on a message to view. Select the  icon in the bottom left of the screen to remove. Compose a new message from here or tap on **My Messages** to go back.



Back at My Messages, tap on the Search Inbox Messages section to find a specific message searching by keyword.



Tap on the **Edit** button in the top right, then select any message from the list. The selected messages will be highlighted gray. Select all messages to be removed, then tap the **Delete** button at the bottom. The number in parentheses is how many messages are selected.

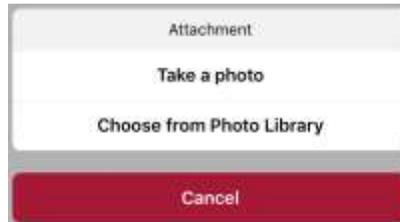


### Compose New Message:

Select the  icon in the bottom right to compose a new message. These messages can only be sent to other users inside of the organization's Home Health database. Tap inside the **To** area and start typing the name of the user who will receive the message. A list will drop down below and become more limited while typing. If the message is patient-specific, tap inside the **Patient** area, and begin typing their name. Enter a **Subject**.

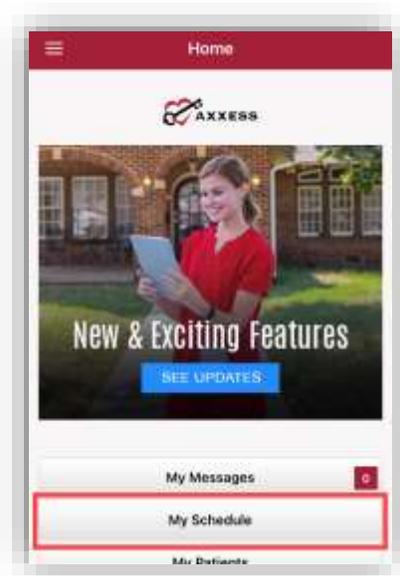


Tap on the attachment  icon to add any documents or pictures from the device. **Take a photo** from the app or **Choose from Photo Library**.



## MY SCHEDULE

From the Home page, tap on **My Schedule**.

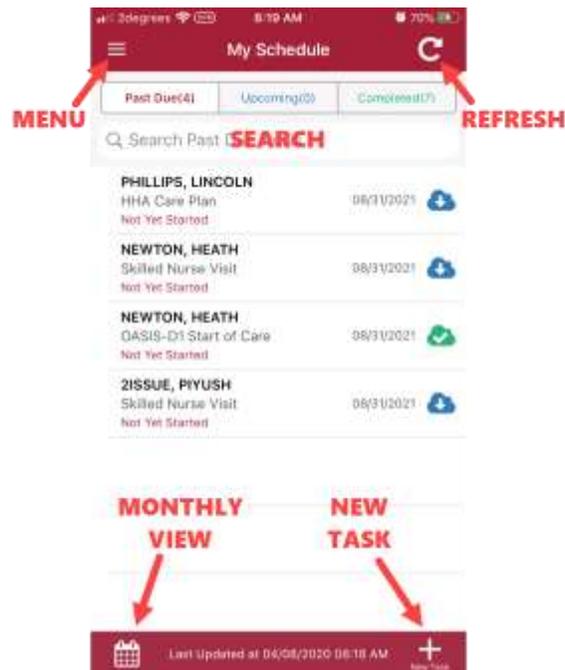


My Schedule is split into 3 tabs: **Past Due**, **Upcoming** and **Completed**. The number(s) in parentheses represent the number of visits in each tab.

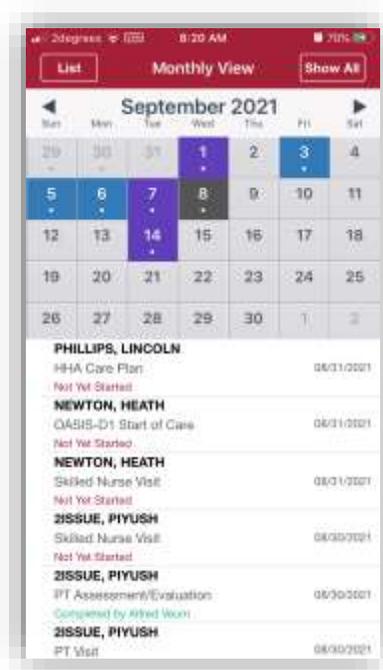


The  icon in the top right will update the page to reflect the most up to date schedule. To look for a specific task, start typing in the Search “Past Due” Tasks text space (magnifying glass) to narrow the choices. This search is performed the same way for the “Upcoming” and “Completed” tabs.

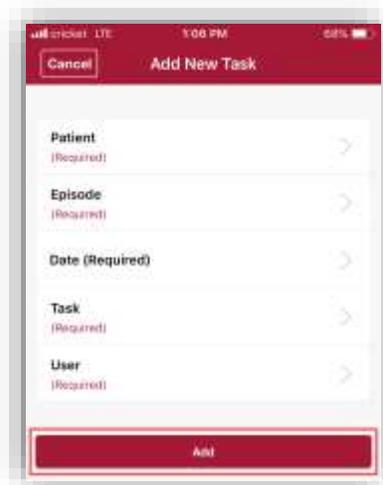
Tasks will be listed with the patient’s name in **bold** text. The name of the task will be below the name. The status of the task will be below the task. The date of the task is listed to the right. Tap the  icon in the bottom left to look at the tasks in a calendar icon versus a list. The last time the My Schedule page was refreshed will show next to the calendar icon (white text). The  icon will allow users to add a task from the app (permissions based).



The following is the Monthly View of the tasks. Any day with a task will have a dot at the bottom of the day. Tap on the **List** button to go back to the list view of tasks. Tap on either the left or right arrow to toggle between months. Tapping on a task listed below the calendar will go to the task menu.



The following is creating a new task from the My Schedule page (permission based).

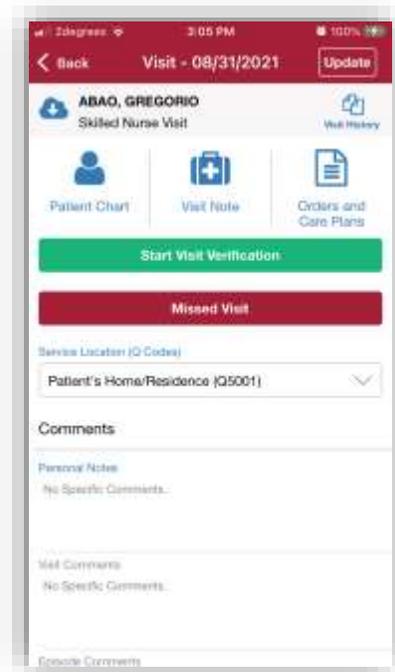


Choose a Patient, the corresponding Episode, choose the Date, Task and User then tap the **Add** button.

## Visit Information

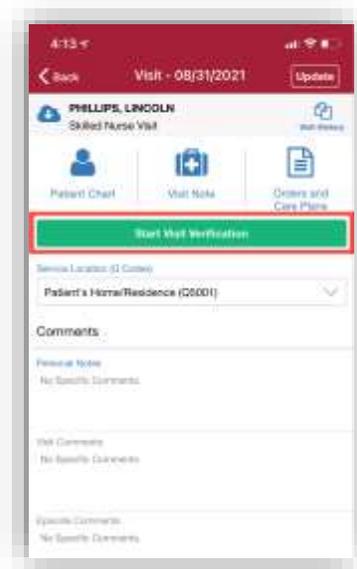
To start a visit, tap on the task to be taken to the screen below. View all

previously completed visits by tapping on the  Visit History icon. If the note is already in progress, tap the Visit Note button. View all previously established orders by tapping on the Orders and Care Plans button. The patient's Service Location (Q Code) can be updated by tapping the drop-down menu. There is also space at the bottom for Personal Notes, Visit and Episode Comments.

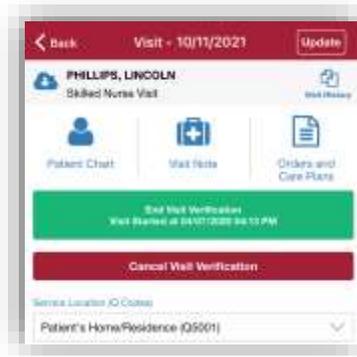


## Electronic Visit Verification (EVV)

From the Visit page, tap on the **Start Visit Verification** to get started. If the user is not in range of the patient location, they will receive a “Location not close to patient address” error.

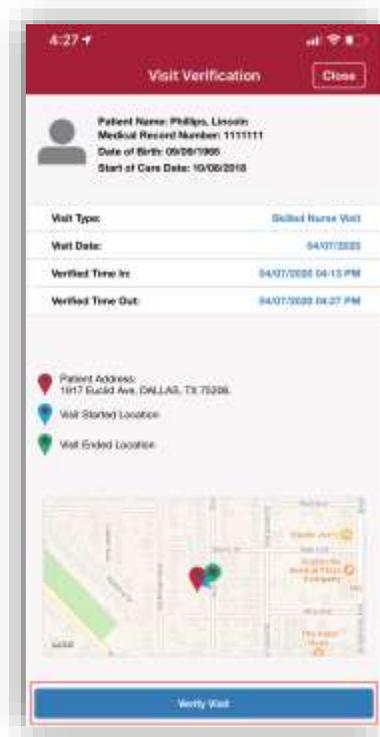


The screen will confirm the time and date of Visit Started. If EVV was accidentally/incorrectly started, tap on the **Cancel Visit Verification** button.

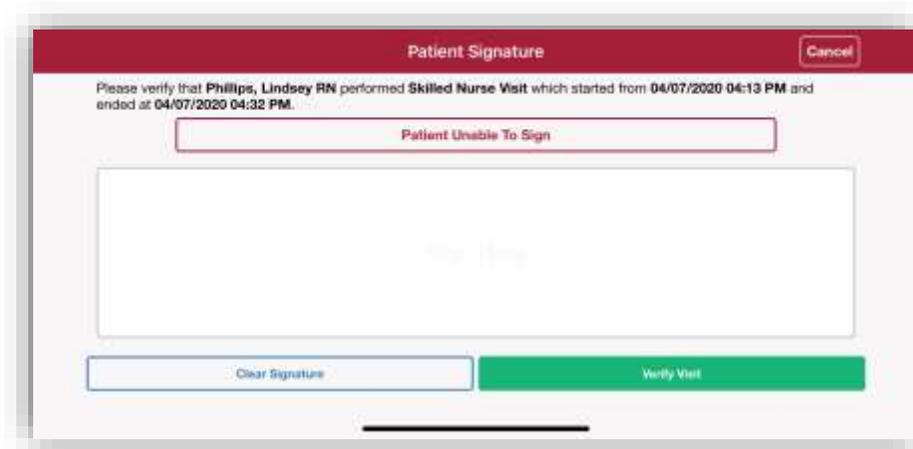


The same green button will be the place to tap to **End Visit Verification**. Another window will appear that will show the Visit Time/Date in and out with three colored pins on a Google map. Tap on the blue **Verify Visit** button.

-  Patient Address
-  Visit Started Location
-  Visit Ended Location



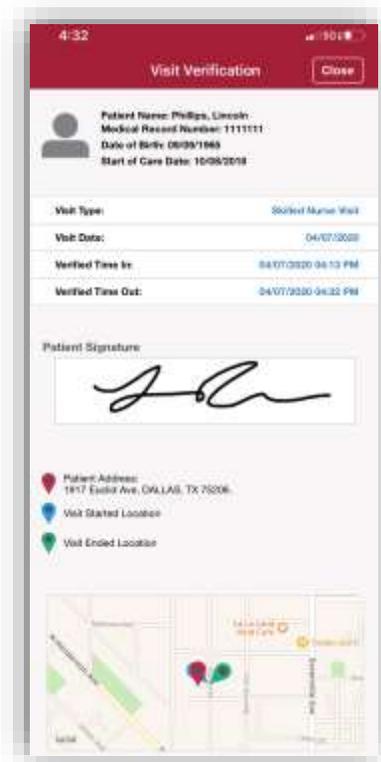
The following is the page where the patient enters their signature. The time in and out will be listed. If the patient is not able to sign the device, tap the **Patient Unable To Sign** button. The user must select a reason: Physical Impairment, Mental Impairment or Other. The user must Get Care Signature and verify the visit. The patient enters their signature with their finger or with a stylus. To redo, tap the **Clear Signature** button. Once completed, tap **Verify Visit**.



After tapping, the following confirmation displays to Verify Visit. Tap **Yes**.



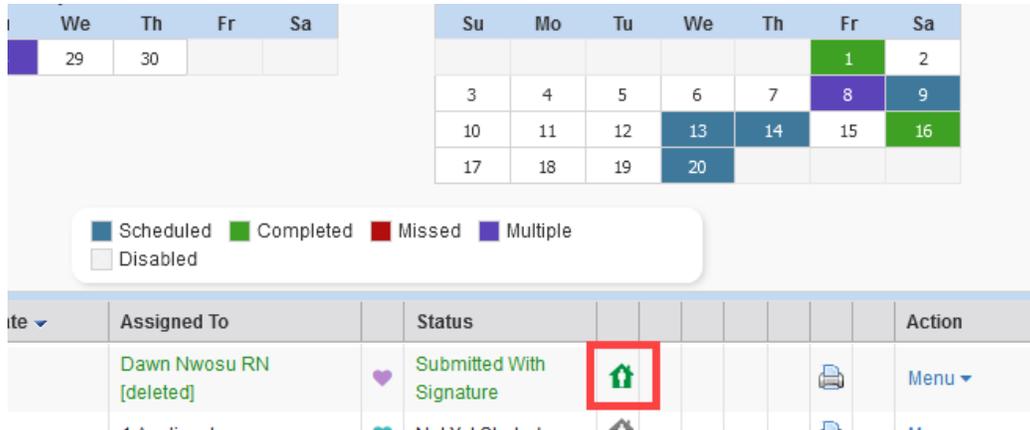
Users will then be taken to the previous Visit Verification screen but with the signature now included. Tap **Close** to go back to the Visit screen. There will be a **Visit Verified** green button.



The following icons show how EVV statuses are represented:



The following is how the EVV will display in the Axxess Home Health web application:



We	Th	Fr	Sa
29	30		

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20			

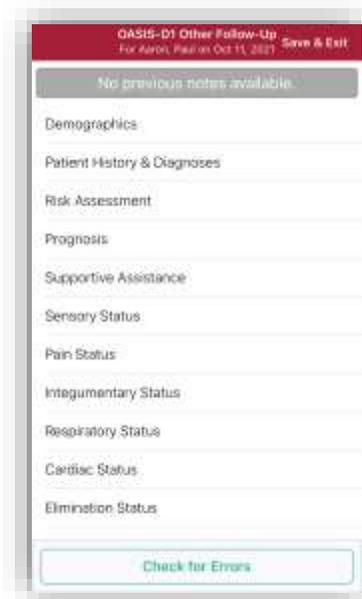
ite	Assigned To	Status				Action
	Dawn Nwosu RN [deleted]	Submitted With Signature				Menu

If there is no network connection and users cannot use EVV, then download the visits and edit them offline. Users can use EVV for patient's signature with no connection, but the location cannot be accessed. Edited/filled out tasks offline will sync once the internet/data connection is established/reconnected. The following are the icons used to indicate the status of visits to and from the device:

-  Download
-  Upload
-  Synced
-  Pending Download
-  Pending Upload

### Documenting A Visit

Tapping on the Visit Note (briefcase with white cross) will go to the visit menu to begin documenting. Tap the **Save and Exit** option in the top right of this menu if the visit must be stopped. Previous notes completed will be listed at the top. The following examples are looking at the OASIS-D1 Follow Up. Tap on each category and complete all questions in every category.



GIAS-D1 Other Follow-Up  
For Aaron, Paul on Oct 11, 2021 Save & Exit

No previous notes available.

Demographics

Patient History & Diagnoses

Risk Assessment

Prognosis

Supportive Assistance

Sensory Status

Pain Status

Integumentary Status

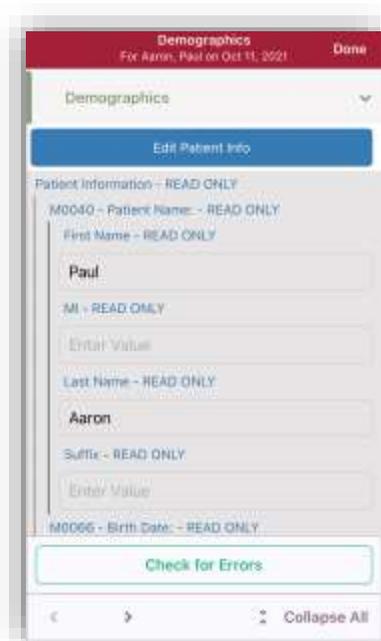
Respiratory Status

Cardiac Status

Elimination Status

Check for Errors

Each category is split up into subcategories. The following is a look into the Demographics category with the first subcategory, also called Demographics. Tap the < and > symbols to go between categories. The subcategory is expanded because the arrow to the right of the title is facing down. To minimize the subcategories, tap on the **Collapse All** option in the bottom right. To re-open, tap **Expand All**.



Demographics Done

Demographics

Edit Patient Info

Patient Information - READ ONLY

M0040 - Patient Name - READ ONLY

First Name - READ ONLY

Paul

MI - READ ONLY

Enter Value

Last Name - READ ONLY

Aaron

Suffix - READ ONLY

Enter Value

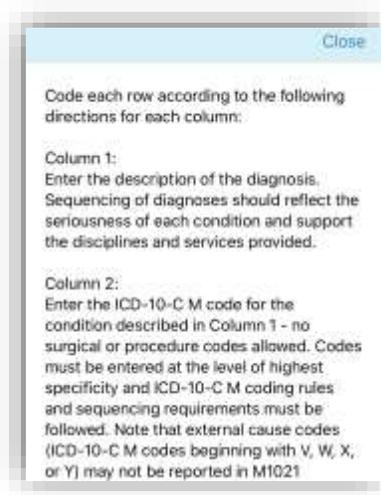
M0066 - Birth Date - READ ONLY

Check for Errors

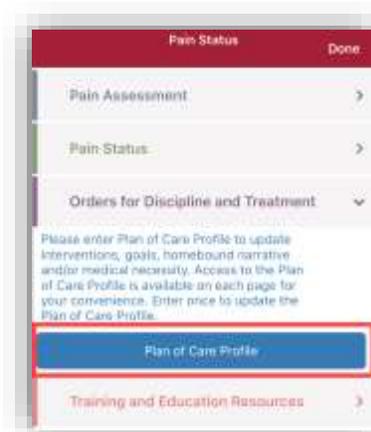
< > Collapse All

Information that was entered during the referral/admission process in the Home Health web app is automatically generated in the Demographics subcategory. Tapping the  icon will give more insight into the OASIS assessment question. Tap **Close** to return to the assessment.

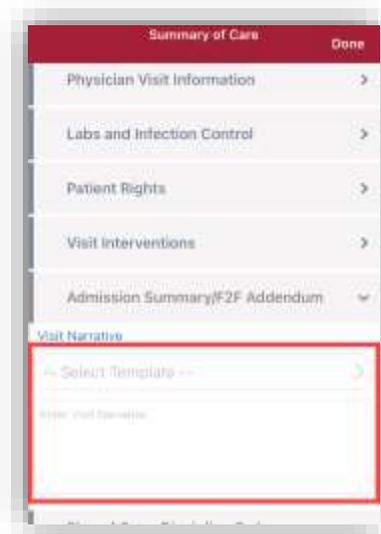
**NOTE: Edits to grayed out OASIS questions must be made in Home Health web application.**



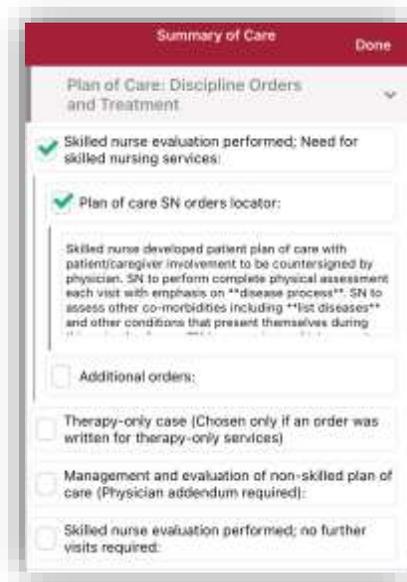
Green text sections house OASIS questions. Blue text sections house physical assessment questions and the red text sections house links to Training and Education Resources. Make changes to the plan of care in every category by going to the purple text Orders for Discipline and Treatment section and selecting the **Plan of Care Profile** button.



When completing documentation, users can select a template from the Templates menu to populate the template's text in the associated text field.



To add and edit Problem Statements in the visit note, go to grey text Plan of Care:\_\_\_\_\_ sections. Select Intervention(s) and Select Goal(s) by checking the box next to the corresponding interventions and goals. After selecting interventions/goals, the text will populate. Make the interventions and goals patient specific. Remove any asterisks (\*) with patient-specific information. The section will not allow saving if there are any asterisks remaining.



## Training and Education Resources

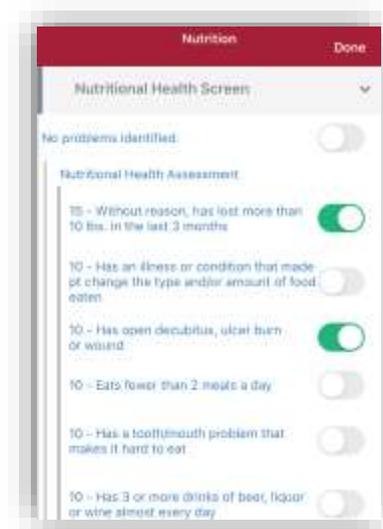
Real-Time-Validations for Physical Assessment must be set up by an Administrator. Once available, validations occur for each tab in the OASIS. Information is validated regardless of whether the physical assessment or OASIS items are documented first.

For example, when the user indicates that the patient has pain in the Pain Assessment, non-applicable items on M1242 are grayed out in the OASIS. Non-applicable items include:

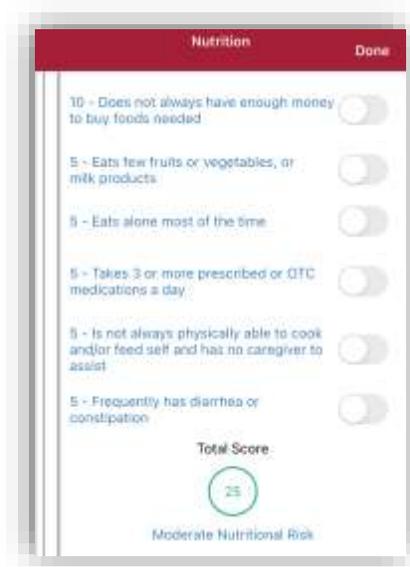
- 0 – Patient has no pain
- 1 – Patient has pain that does not interfere with activity or movement

## Clinical Tests

Depending on the assessment being completed, there might be some built in tests. The following is an example of a Nutritional Health Screen test.

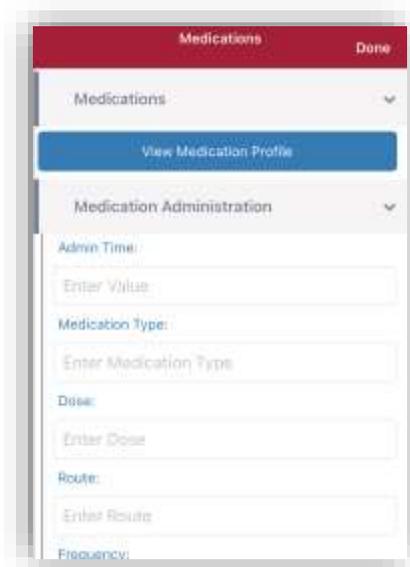


The score will be automatically updated as the test continues depending on how questions are answered. The score will show at the bottom of the page. Depending on the test, their score might put the patient in a group. The following example shows that based on the patient's nutritional habits, they are at a Moderate Nutritional Risk.

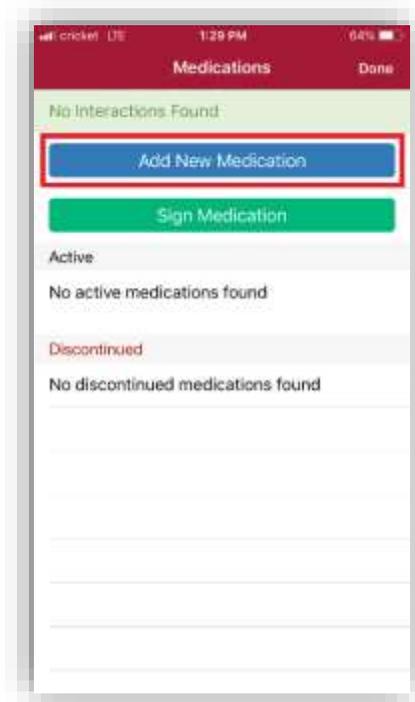


### Adding Medications During Visit

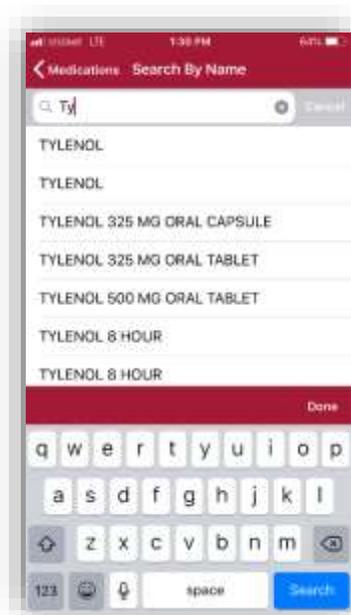
To add a medication during a visit, select the **View Medication Profile** button.



Inside the Medication Profile, tap on **Add New Medication**.



Start typing in the name of the medication, and options will appear below. Tap the correct medication.



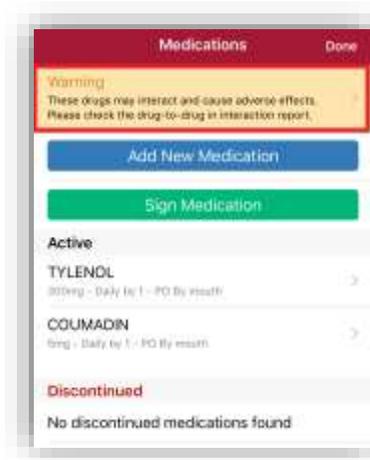
Write in the amount. Select the Physician, Classification and Routes from their corresponding drop-down menus. Tap the appropriate tab for New, Changed or Unchanged medication. Move the slider if it is a Long Standing Medication.

Select a Start Date, and if there is an end date, enter this in Date Through. Write in the frequency, then move the slider depending on whether the medication needs to be added as new through an order or a current one found in the home. Once completed, tap the **Done** button unless there are additional medications to add, then tap **Add Another**.



When adding more than one medication, the system will automatically run them for potential interactions. If the system finds any interactions, they will be listed as a Warning highlighted in yellow at the top of the page. Tap the Warning.

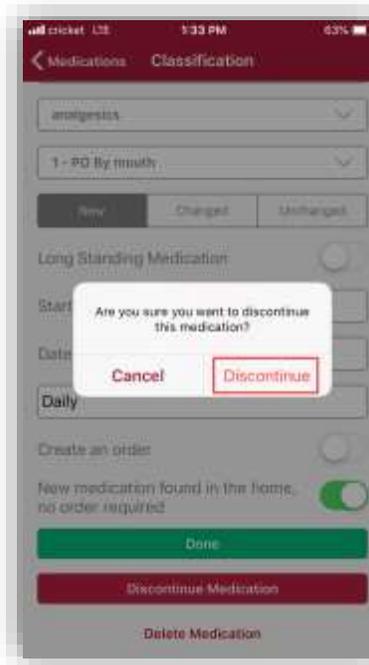
**NOTE: Interactions are only run for medications currently listed in the Home Health database.**



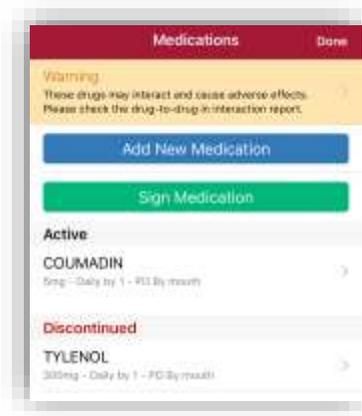
The Interactions will be categorized as either Major or Moderate and Minor. Tap Medications in the top left to get back to the Medication Profile.



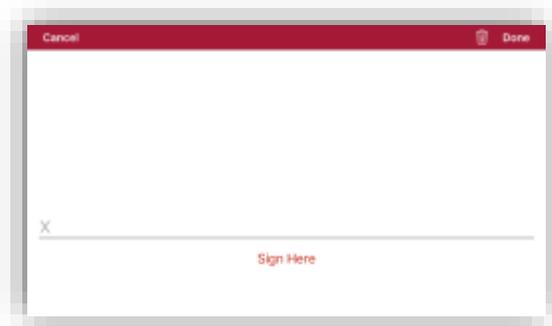
Once a medication has been entered, it can be edited by tapping on the name of the medication. Scroll to the bottom of the page to Delete (added in error) or Discontinue (patient no longer taking medication). After tapping **Discontinue Medication**, confirm by tapping **Discontinue** again.



The medication will then be listed in the Medication Profile under the Discontinued area.

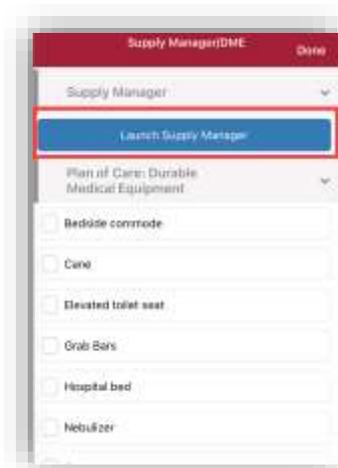


Once finished with the medication reconciliation, tap the **Sign Medication** button to verify medications have been clinically reviewed. Sign with a finger or stylus above the line after the X. When completed, tap **Done** in the top right.

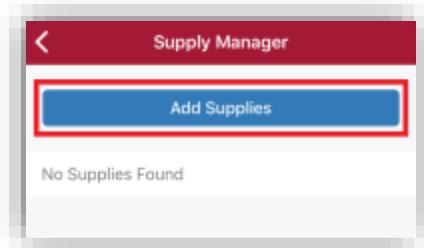


### Adding Supplies During Visit

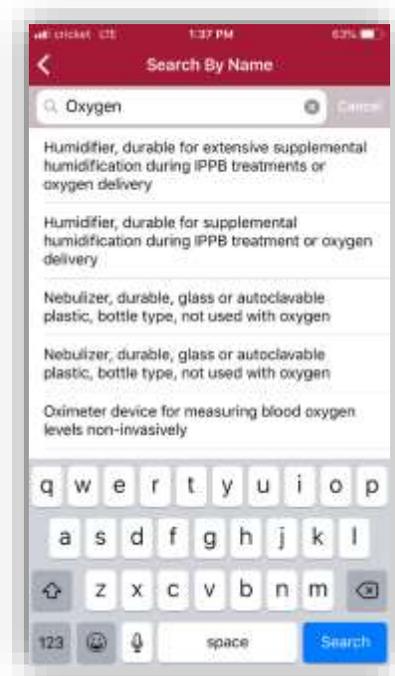
From the Supply Manager/DME category inside the visit note, tap on **Launch Supply Manager**.



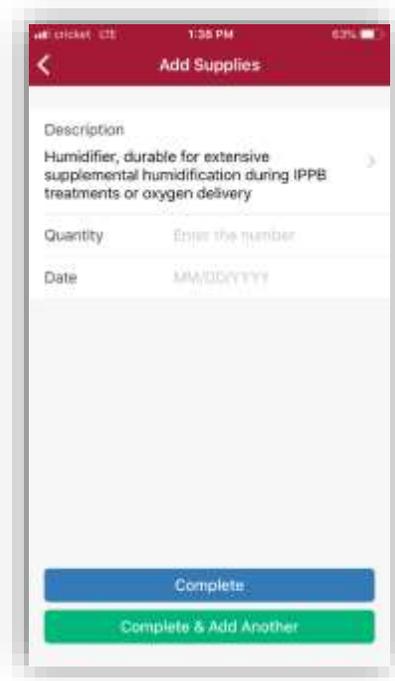
To add supplies, tap on the **Add Supplies** button.



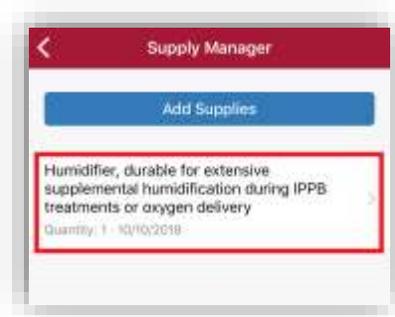
Start typing the name of the supply and choices will appear below.



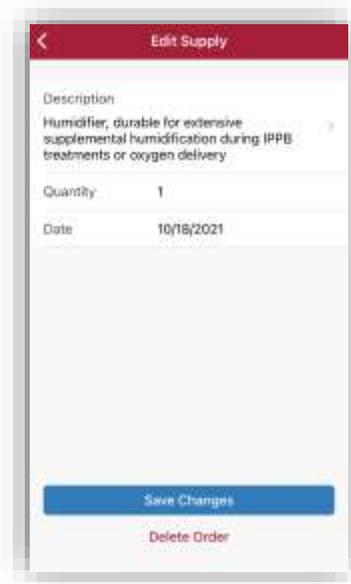
Tap on the supply being searched. Enter the Quantity and Date. If there are other supplies to add, tap **Complete and Add Another**. If just one supply is being added, tap **Complete**.



The supply will then be added to the list. To make an edit to a supply in the list, simply tap on the supply.

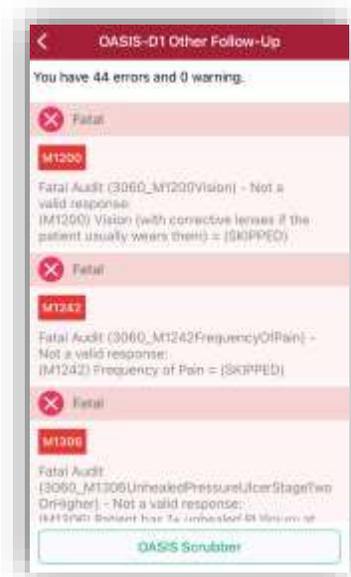


In the edit screen the Quantity and Date can be updated. If any updates are made, tap **Save Changes**. If the supply was added in error, tap Delete Order.



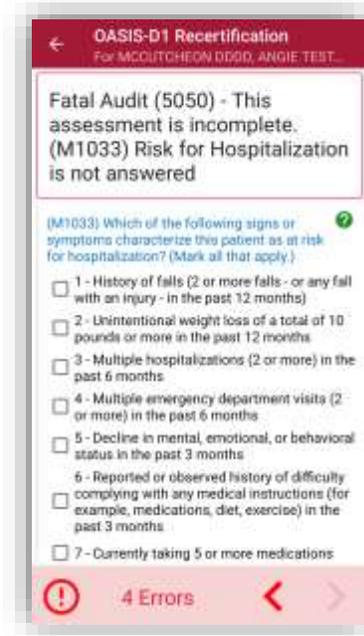
## OASIS Scrubber

The OASIS scrubber can be used to audit OASIS assessments for clinical inconsistencies, coding inconsistencies, fatal audits and CMS warnings, so clinicians can correct any errors and maintain accurate OASIS documentation. Once an OASIS is completed on the app, tap the **Check for Errors** button to run an OASIS audit. Once the audit is completed, the **OASIS Scrubber** button will appear at the bottom of the assessment.





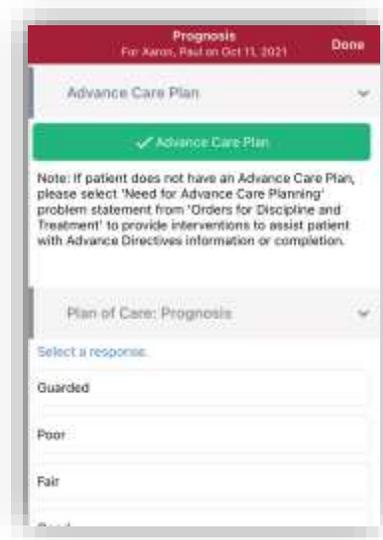
Select an error or warning from the list to view the OASIS question. A description of the error will appear at the top of the screen, followed by the OASIS question and response items. Select a response to resolve the error and click the arrow icon in the bottom-right corner to advance to the next error.



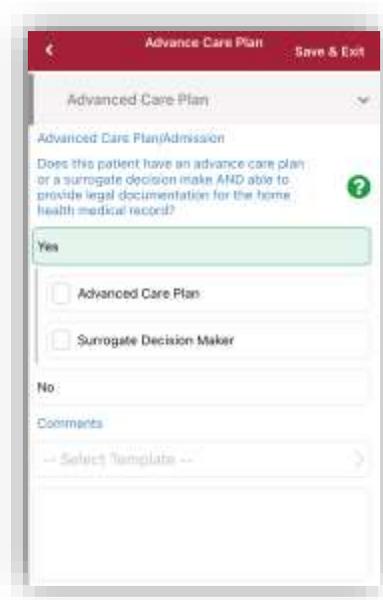
Once all errors have been corrected, the HHRG and case-mix calculations will appear. The expected payment amount will also appear for users with the appropriate permissions. The signature page will be available once the users taps **Save and Sign**. The page will include all options available on the web signature page. Tap **Save and Exit** once all steps have been completed. OASIS assessments cannot be submitted until an audit is completed.

### Advance Care Plan

When completing an OASIS assessment on the Axxess Home Health mobile app, navigate to the **Advance Care Plan** tab and tap **Advance Care Plan** to document advance care planning while in the OASIS.



Once Advance Care Plan is selected, seven options for advance care planning will appear. Users can also document four options for treatment preferences. At the bottom of the screen, a Comments text box is available for users to enter any additional information.



## Adding Logs Incident

Users can create incident logs from a SN, PT, OT and/or ST Visit on the Home Health mobile app. To create an incident log from a Skilled Nurse Note, navigate to the **Care Coordination** tab and select the **Add Incident Log** button.



Once documentation is entered in the **Follow-Up** section, the incident log can be signed and completed. A PDF version of the incident log can be accessed from the patient's chart. When submitted with a signature, the log will follow to QA.



## Infection

Users can also create infection logs from an OASIS, SN, PT, OT and/or ST Visit on the Home Health mobile app. To create an infection log from a Skilled Nurse Visit, navigate to the **Infection Control** tab and select the **Infection Log** button.



The screenshot shows the 'Skilled Nurse Visit' screen for patient ALLEN, PHYLLISA C. on 08/19/... The interface includes a 'Load Previous Note' dropdown, two buttons for 'Infection Log' and 'Infectious Disease Profile', a 'Comment' section with a text input field, and a list of expandable sections: Homebound Status, Plan of Care Review, Discharge Planning, Care Coordination, and Health Management. At the bottom are 'Save Note' and 'Complete Note' buttons.

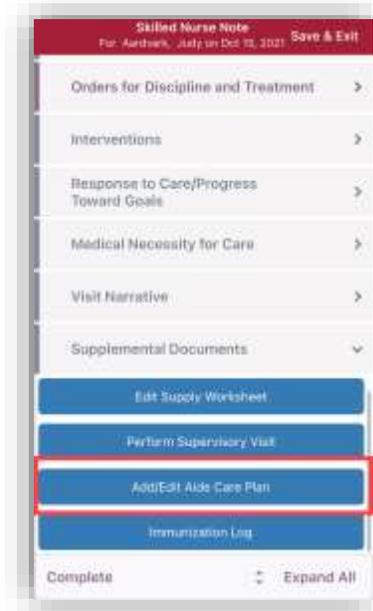
Once documentation is entered in the **Follow-Up** section, the infection log can be signed and completed. The saved log will appear in a report for infections that require a follow-up. Completed reports will appear in a report for infections.



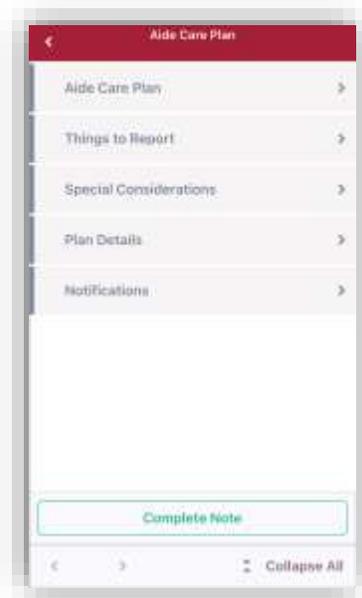
The screenshot shows the 'Infection Log' screen for patient ALLEN, PHYLLISA C. on 08/19/... The interface features a list of expandable sections: Patient Information, Evaluation and Treatment, Type of Infection/Signs and Symptoms, Reportable Disease(s), Infection Control, Infection Log Report Comments, and Follow-Up. At the bottom are 'Save Note' and 'Complete Note' buttons.

## Aide Care Plan

When documenting an OASIS or Skilled Nurse Visit on the mobile app, clinicians can add and document an Aide Care Plan. To document an Aide Care Plan from a Skilled Nurse Visit, navigate to the **Supplemental Documents** section and tap **Add/Edit Aide Care Plan**.



The following tabs appear on the Aide Care Plan.

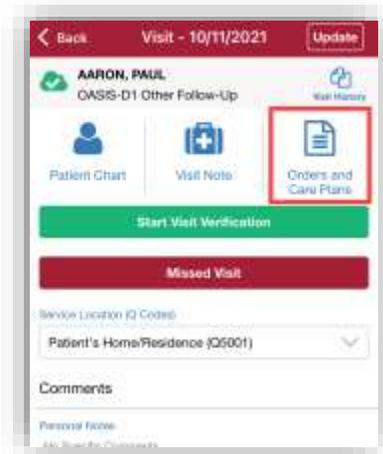


The Signature Date and Time fields pre-populate with the current date and time and can be edited as needed. When **Complete Note** is selected, the Aide Care

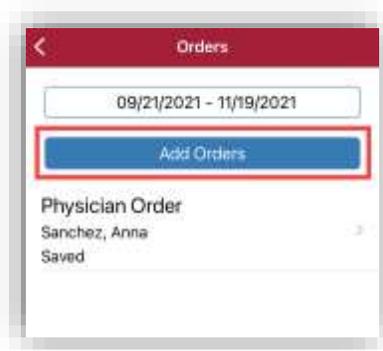
Plan will appear in the Schedule Center in “Pending OASIS Approval” status. The Aide Care Plan will then flow to the QA Center to be approved. Once the Aide Care Plan and OASIS have been approved in QA, the care plan can be linked to scheduled aide notes.

## Adding Orders

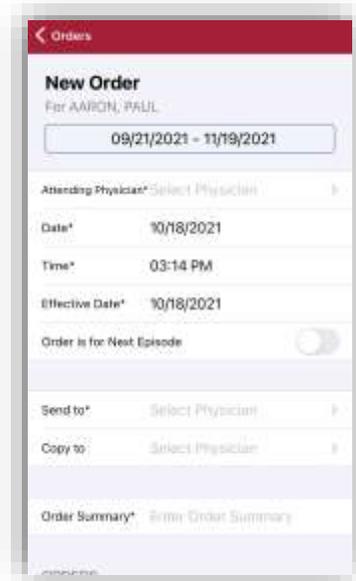
From the visit specifics page, tap **Orders and Care Plans**.



This shows all current orders listed for the patient within the episode dates listed at the top. To change the episode, tap on the episode and select another. To add a new order, tap **Add Orders**.

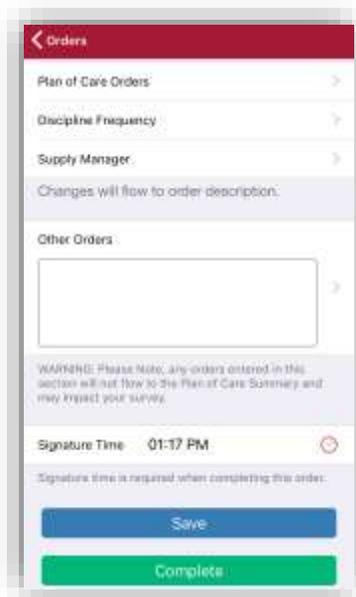


Select **Physician**, confirm the **Date**, **Time** and **Effective Date**. Move the slider if the order is for the Next Episode. Indicate who the order is being sent to with an option to add another physician to receive a copy of the order. Write in an Order Summary.



Select the type of order: Discipline Frequency, Supply Manager, Medication or Plan of Care Orders. If the order being entered does not fall under any of those four categories, write it in the Other Orders section. Signature Time automatically enters the time the new order is opened. Tap **Save** to come back to the order later. If the order is ready to be sent to the physician for a signature, tap **Complete**. The app will then prompt for the Staff Signature.

**NOTE:** Any orders entered under the Other type will not flow to the Plan of Care Summary. Orders and medication management are permission based.



After entering the signature and tapping **Done** in the top right. Depending on permissions order will then be listed as “Submitted (Pending QA Review).”

## Patient Voice Recording

Users can collect a patient voice recording after selecting **Patient Unable to Sign**. When a patient is unable to provide a signature to verify services, tap **Patient Unable to Sign** and select the reason that a patient signature cannot be obtained. After specifying a reason, select **Collect Patient Voice Recording** to capture the patient’s audio voice recording.

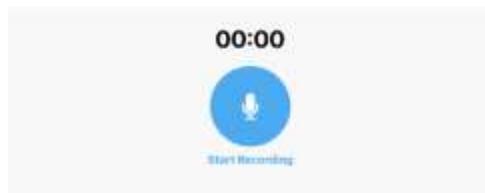
Patient Unable to Sign Reason: Physical Impairment

Collect Patient Voice Recording

Collect Caretaker Signature

Select **Start Recording** and instruct the patient to state his or her name and the date of service.

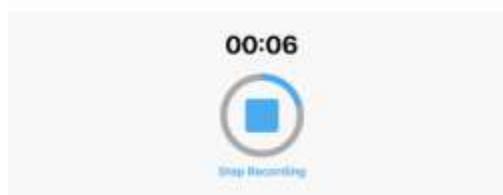
When recording begins, state your name and date of service.



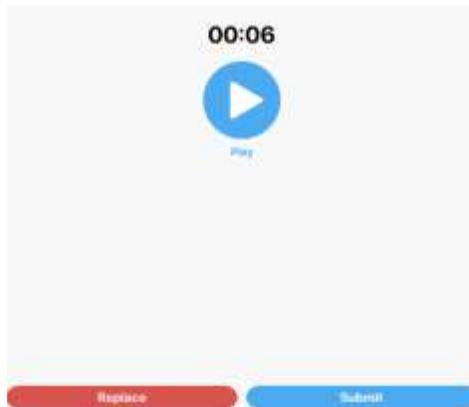
Select **Stop Recording** to end the recording once the patient has stated his or her name and the date of service. The recording will stop automatically if not ended before 30 seconds.



When recording begins, state your name and date of service.



Tap **Play** to play the recording. Select **Replace** to re-record or **Submit** to submit the recording. Once submitted, the **Patient Voice Recording** button updates to green to indicate that the recording was saved, and the user can continue completing the visit.



The Patient Voice Recording label will appear on the visit, instead of the patient signature, to indicate that a voice recording was collected to verify the visit.

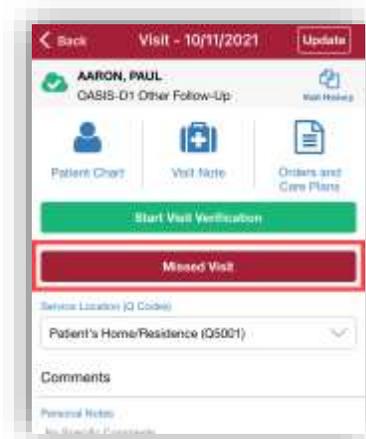


Once the visit is complete, the patient voice recording is saved and stored on the Electronic Visit Verification (EVV) Log screen. Users can play and download patient recordings from this screen for auditing purposes. To access the Electronic Visit Verification (EVV) Log screen, navigate to the Schedule Center or Patient Charts, and select the green house associated with the visit.

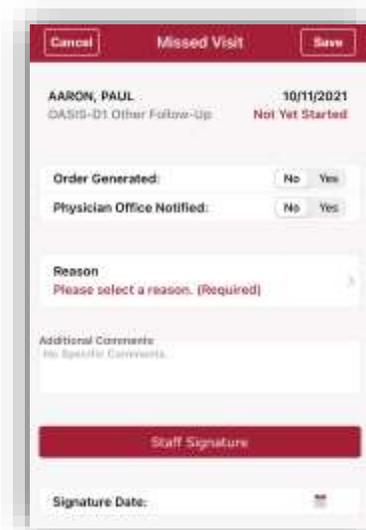


## Missed Visits

There is an option on the visit menu to tap **Missed Visit** for visits that have passed their assigned date and need to be marked as missed. These are found in My Schedule/Past Due.

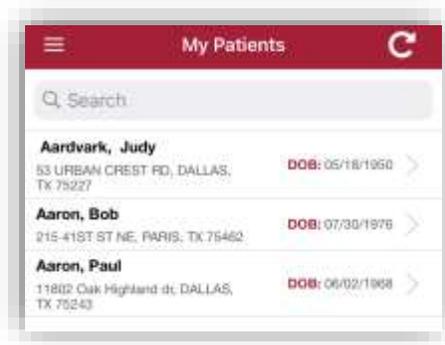


Indicate whether there must be an Order Generated or whether the Physician Office [was] Notified. Select a Reason to explain why the visit was missed (required). Users have the option to enter Additional Comments. Tap Staff Signature to sign off on missed visit, tap **Save Signature**. Select Signature Date. Tap **Save** in the top right.

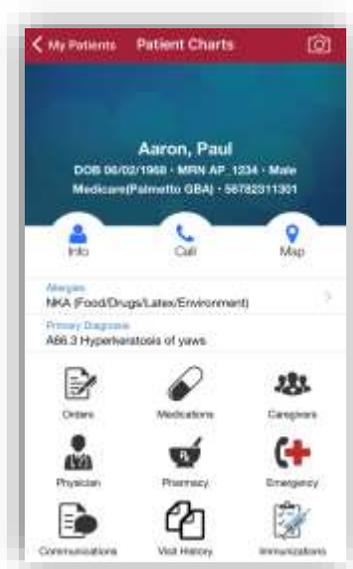


## MY PATIENTS

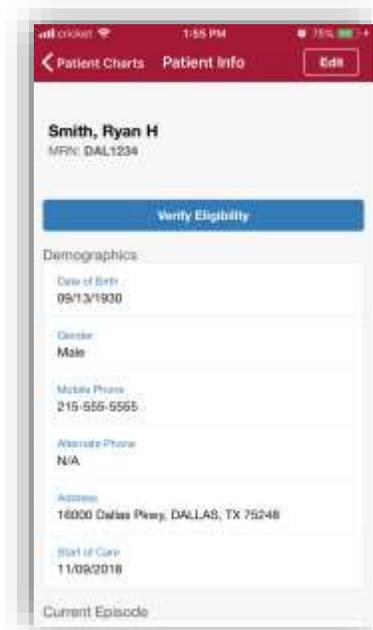
View all patients that have been assigned a visit to the user. It will list the patient name in **bold**, the patient's address will appear below, and the date of birth (DOB) will appear to the right. To narrow the list of patients, start typing the patient's first or last name in the Search bar at the top of the screen. Tap on the patient to open their Patient Chart.



All information shown has been entered through the Home Health application. It shows the patient’s DOB, MRN #, Gender, Payor and Policy/ID #. Tap on **Call** to auto-dial the patient’s phone number. Tap on **Map** to see the patient’s location in Apple Maps (or Google Maps if downloaded). The chart will also show the patient’s Allergies, Primary Diagnoses and links to their Orders, Medications, Caregivers, Physician, Pharmacy, Emergency, Communications, Visit History and Immunizations. A picture can be taken that attaches to the patient’s chart by tapping the  icon in the top right.



Tapping on the **Info** button will bring a more in-depth look at the chart including the patient’s Phone Number, Address, SOC date, Episode, Triage Level, DNR, etc. View the current eligibility status for Medicare A, B and C by tapping the **Verify Eligibility** button. To edit the information, tap the **Edit** button.



## Pharmacies

To add a pharmacy, navigate to the **Pharmacy** section in the patient's profile.



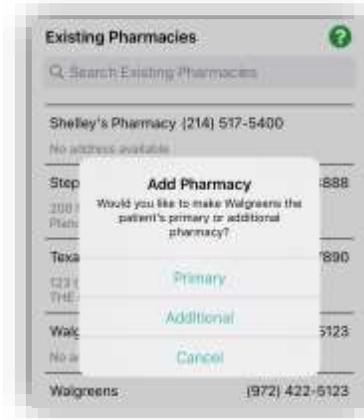
The search bar at the top of the screen enables users to search existing pharmacies. To add a new pharmacy, tap the **New Pharmacy** button.



Enter all information available.



Tap **Save** to save the pharmacy details. After the page has been saved, the pharmacy will be added to the organization list and the list of pharmacies for the patient. In the pop-up window, tap **Primary** or **Additional**.

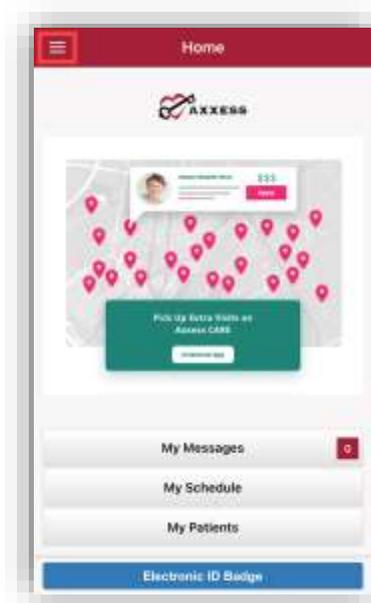


Users can call a pharmacy directly from the patient's profile by tapping on the phone icon. To delete a pharmacy from the list, select the trash can icon.

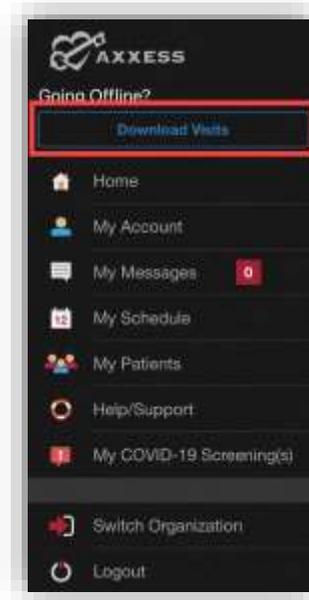


## MENU BUTTON

Tap on the Menu button from the Home page.

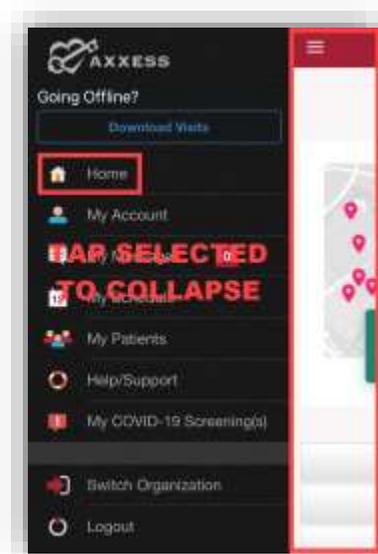


The Menu will expand from the left side of the screen. For documenting in an area that doesn't have cell service, there is a button at the top of the menu to **Download Visits**. This will download all notes for the next three days. Tap "Go Online" to upload completed notes.

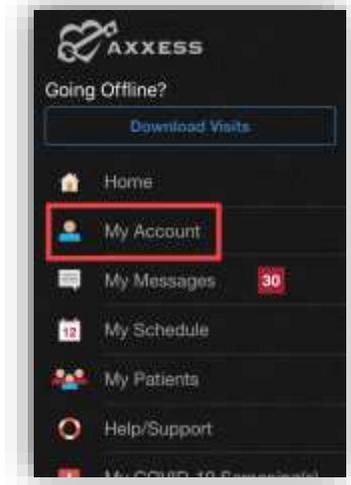


**NOTE: The EVV function will still work with the app offline. However, GPS locations will not be as accurate while the user is offline.**

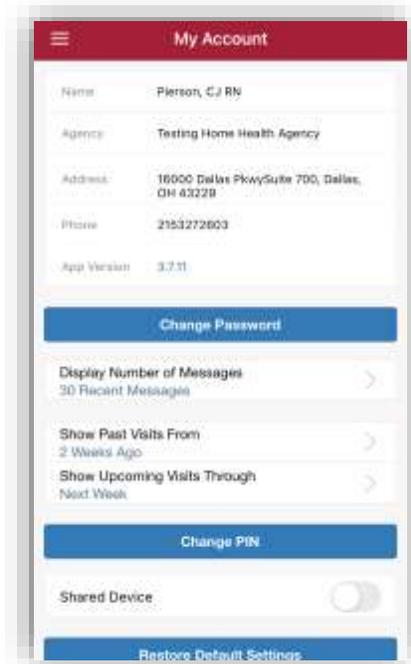
The first item on the list is **Home**. This will collapse the Menu bar and go back to the previous Home screen. Tapping outside the Menu bar will also collapse it.



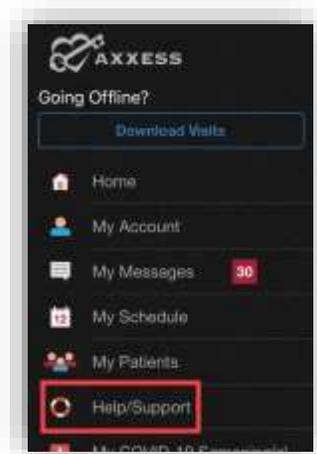
Tap **My Account** to view/edit personal clinician information.



The user's settings can be updated. Change the Password or PIN. Update the Number of Messages that show. Update how long Past Visits and how far out Upcoming Visits will show. Indicate whether the device is shared by moving the slider. For settings to go back to the original, tap **Restore Default Settings**.

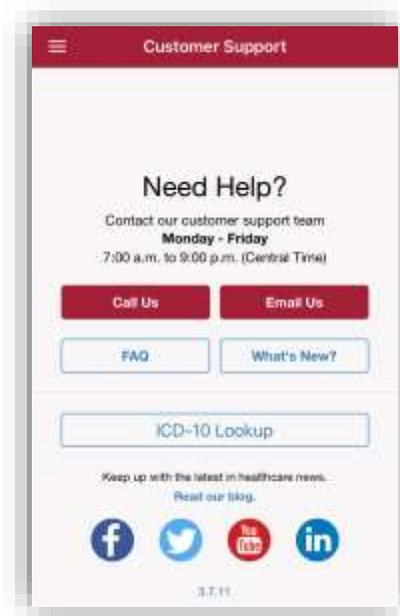


**My Messages**, **My Schedule** and **My Patients** will go to the previous sections that were covered above. **Logout** will leave the app, and the user must then log in again to get access the app. Tap **Help/Support** for assistance.

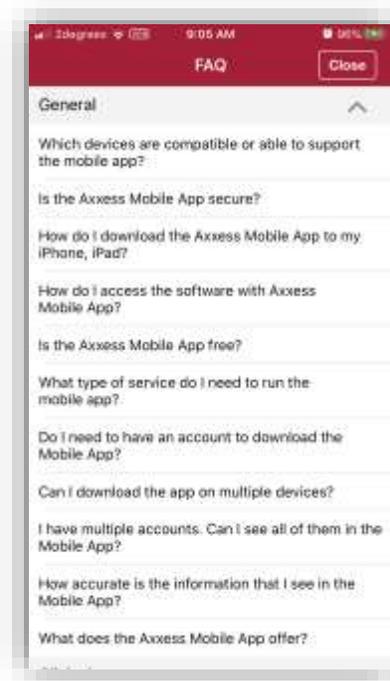


## HELP/SUPPORT

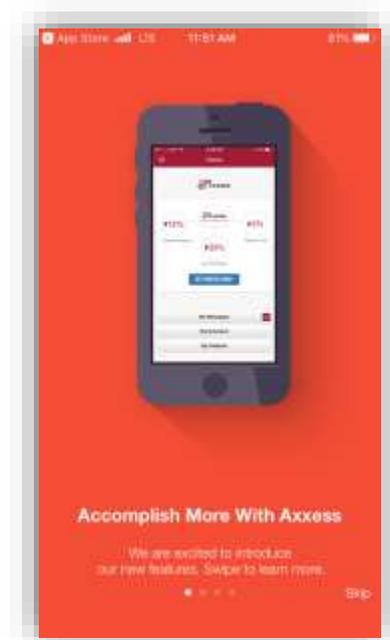
This is the Customer Support page. Our customer support team is available Monday - Friday from 7:00 am - 7:00 pm CT. Tap **Call Us** to auto-dial the Axxess support phone number. The bottom has links to Axxess social media.



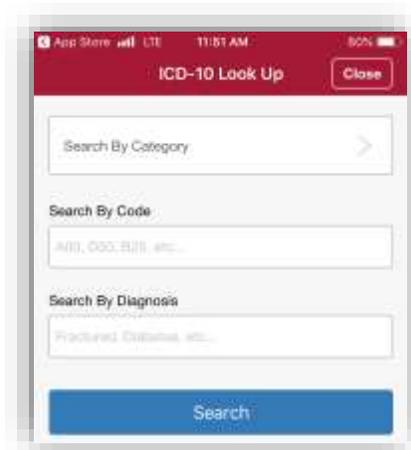
Frequently Asked Questions (**FAQ**) are available from the Customer Support page. There is a list of common questions that we get from customers with answers available by tapping each question.



Another option from the Customer Support page is **What's New?**. New features are presented on each page swiping from right to left. To go back, tap on **Skip** in the bottom right.



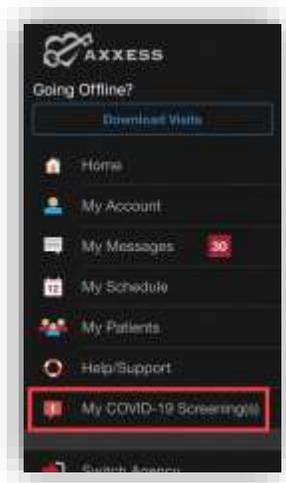
Another option from the Customer Support page is the **ICD-10 Lookup**. Search by Category, Code or Diagnoses. Type in the Code or Diagnosis and tap the **Search** button.



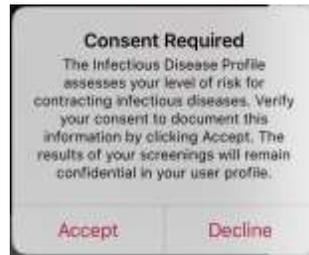
## **SCREENINGS**

### **Employee**

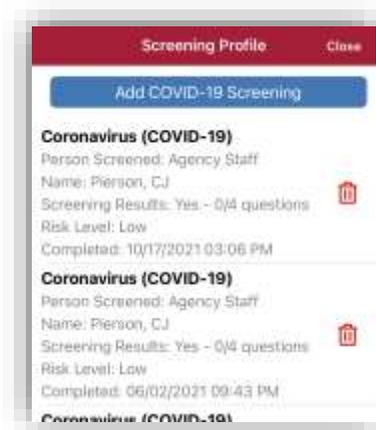
All mobile app users can complete a COVID-19 screening for themselves from a mobile device. To complete an employee COVID-19 screening, select the menu button in the top left, and select **My COVID-19 Screening(s)**.



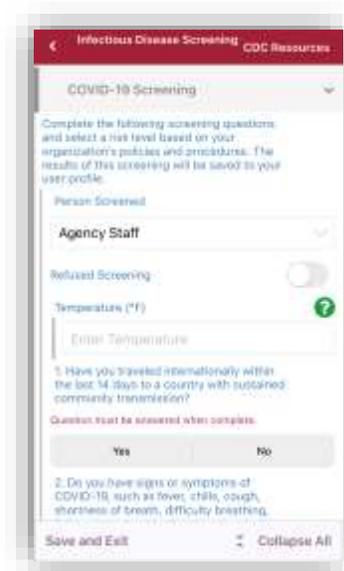
Select **Accept** for the consent.



Select the **Add COVID-19 Screening** button to add an employee screening.

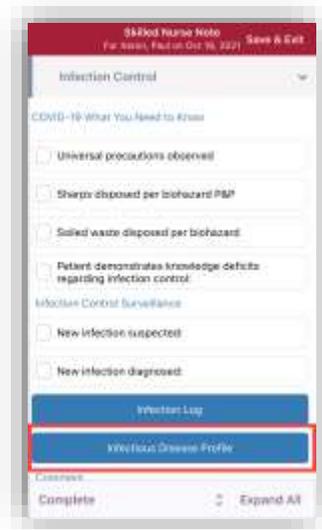


Enter the employee temperature. Complete the screening questions and assign a risk level based on the organization's policy. Slide the Screening Acknowledgment toggle and confirm the Electronic Signature. Select **Save and Exit** to complete the screening. Once completed, the screening information flows to the employee's Infectious Disease Profile.



## Patient

All mobile app users can complete COVID-19 screenings for patients from a mobile device. To complete a patient COVID-19 screening, select a patient visit, and go to the visit note. Go to the Infection Control section if the user is in a Skilled Nursing or OASIS visit. Select the **Infectious Disease Profile** button then select the **Add COVID-19 Screening** at the bottom of the screen.



Choose who is being screened from the dropdown. Enter their temperature, complete the screening questions and assign a risk level based on the organization's policy. Slide the Screening Acknowledgment toggle and confirm the Electronic Signature. Select **Save and Exit** to complete the screening. Once completed, the screening flows to the patient's Infectious Disease Profile.

