Scheduling

Scheduling refers to the process of planning and organizing the delivery of healthcare services to patients in Adult Day Care. This involves creating a structured timetable for healthcare professionals, such as nurses, therapists, and caregivers, to visit patients and provide the necessary medical, or supportive care.

- Nurse Calendar
- Calendar
- Schedule Log, Pending Schedule

Nurse Calendar

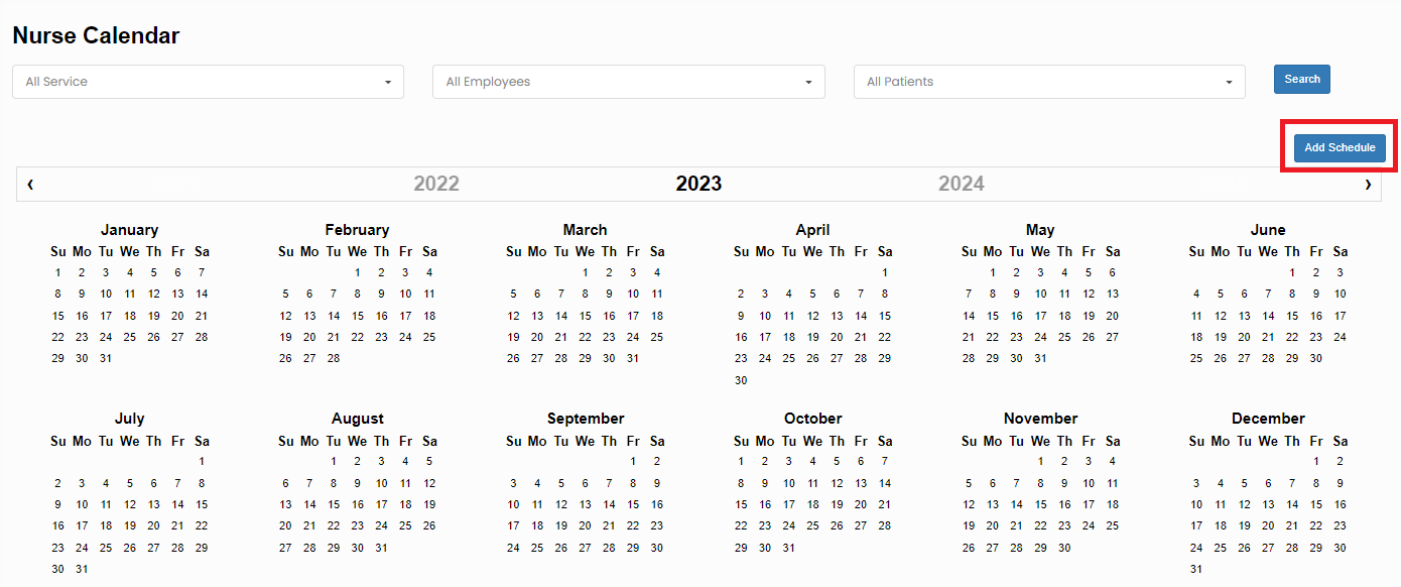
A nurse calendar is a tool for managing the schedules of Adult Day care nurses. It helps to coordinate patient visits, track medication schedules, and plan caregiver shifts. This calendar ensures timely and personalized care for patients in Adult Day Care while optimizing nurse staffing.

> Note: All Fields marked with * are mandatory and must be filled out, otherwise the system will generate an error indicating that the required information is missing.

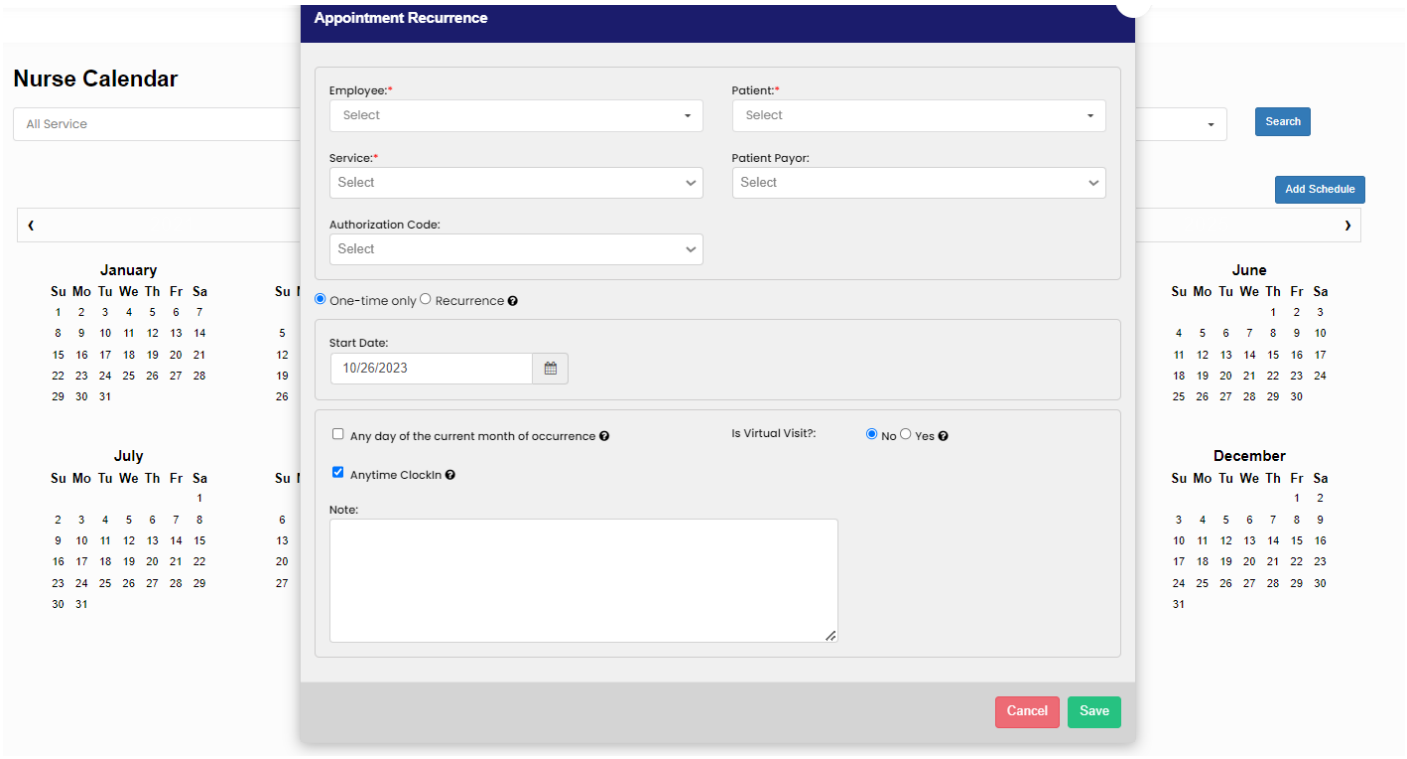
Adding Nurse Schedule

> **Scheduling >> Nurse Calendar**

Click Add Schedule option to update the schedule for the Nurse on the calendar.



Now the following screen appears, update the required information and click Save option. The details of the Visit will be updated in the Nurse calendar.

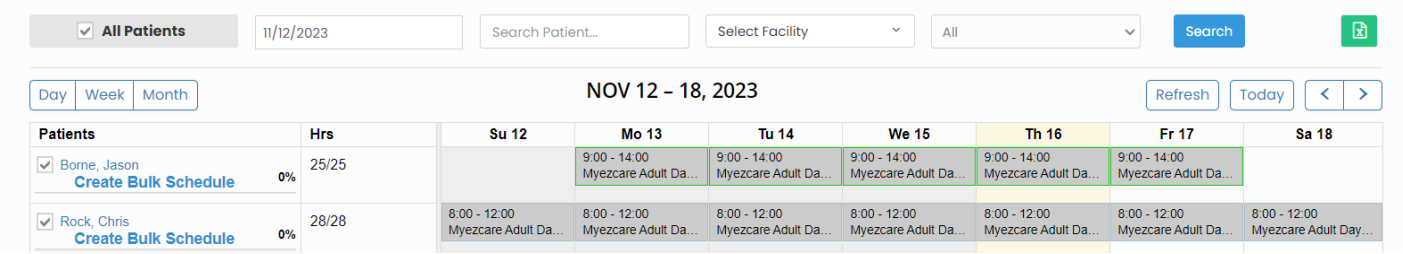

Nurse Calendar
All Service
Search
Add Schedule
January
June
July
December
Appointment Recurrence
Employee:*
Select
Patient:*
Select
Service:*
Select
Patient Payor:
Select
Authorization Code:
Select
One-time only
Recurrence
Start Date:
10/26/2023
Any day of the current month of occurrence
Is Virtual Visit?:
No
Yes
Anytime ClockIn
Note:
Cancel
Save

Calendar

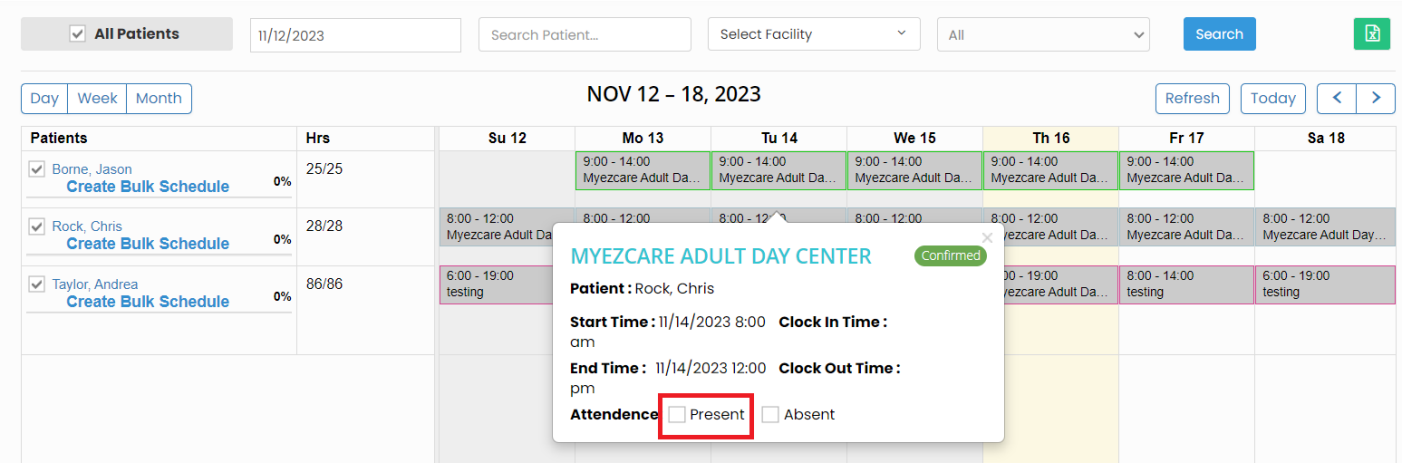
A scheduling calendar is used to manage and coordinate appointments, visits, and care plans for patients in the Adult Day Care. A scheduling calendar typically displays dates in a monthly or weekly grid format, with each day divided into time slots. This makes it easy to view and plan activities over a specific time frame.

> **Scheduling Tab >> Calendar**

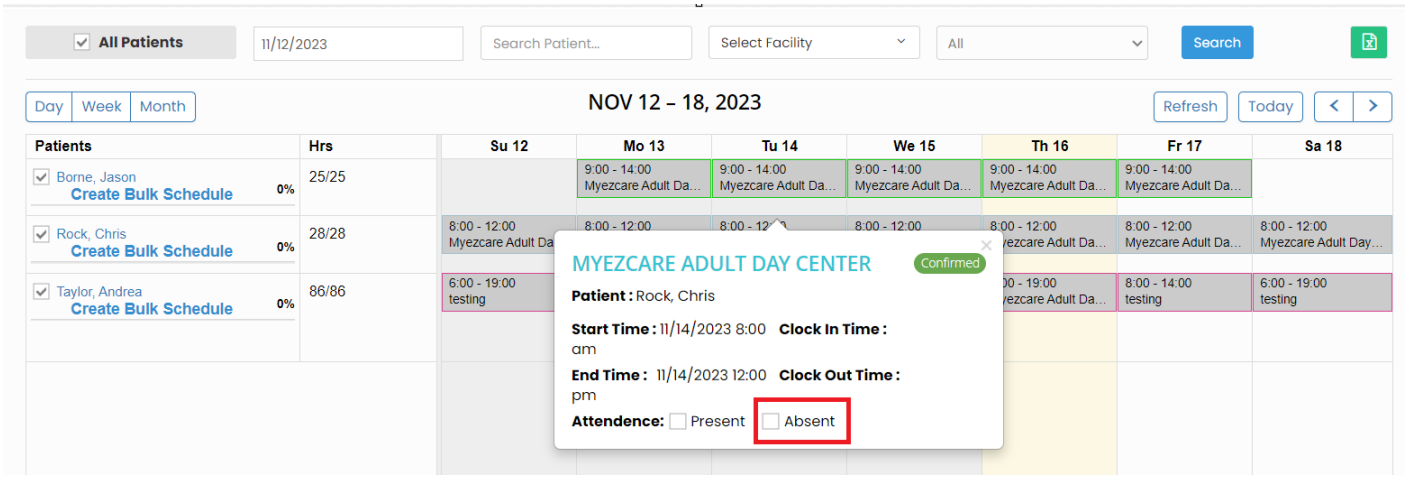
The user can view the schedules of all the patients in this calendar.



The user can mark the attendance as Present for the patient by clicking the confirmed schedules.



If the patient is Absent, then the reason for the Absence can also be updated in the system. Click on the schedule and check Absent option.


All Patients
11/12/2023
Search Patient...
Select Facility
All
Search
Day
Week
Month
NOV 12 – 18, 2023
Refresh
Today
Patients
Hrs
Su 12
Mo 13
Tu 14
We 15
Th 16
Fr 17
Sa 18
Borne, Jason
Create Bulk Schedule
0%
25/25
9:00 - 14:00 Myezcare Adult Da...
Rock, Chris
Create Bulk Schedule
0%
28/28
8:00 - 12:00 Myezcare Adult Da...
Taylor, Andrea
Create Bulk Schedule
0%
86/86
6:00 - 19:00 testing
8:00 - 14:00 testing
MYEZCARE ADULT DAY CENTER
Confirmed
Patient : Rock, Chris
Start Time : 11/14/2023 8:00 am
Clock In Time :
End Time : 11/14/2023 12:00 pm
Clock Out Time :
Attendence: Present Absent

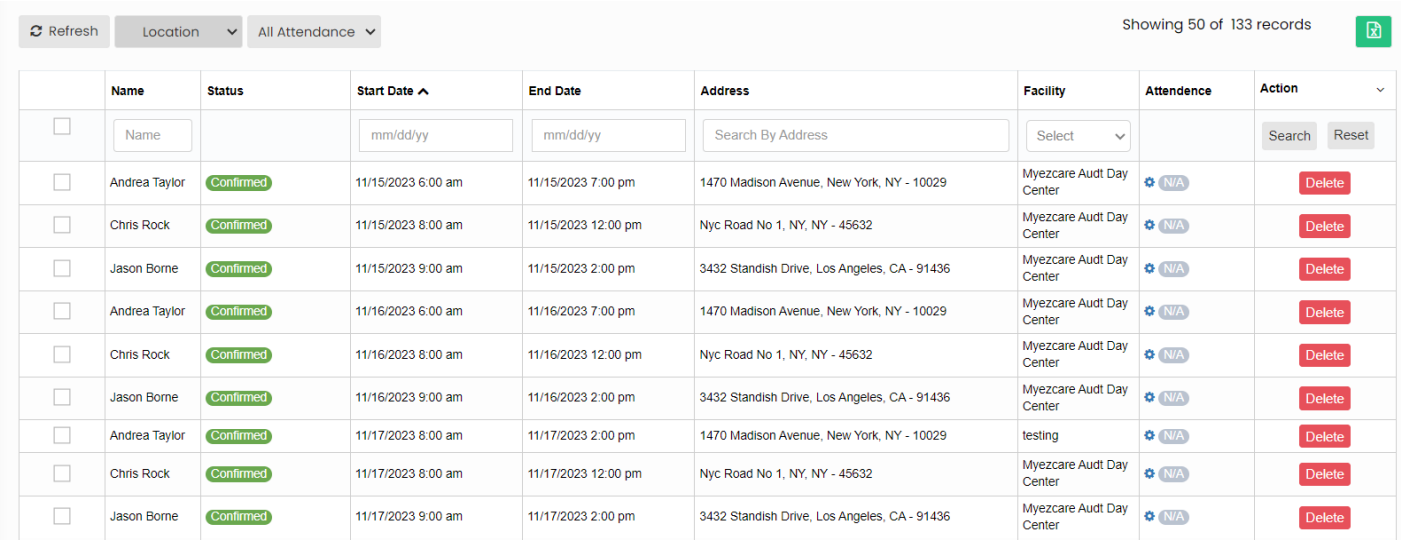
Schedule Log, Pending Schedule

- A Schedule Log is a structured record keeping system that tracks confirmed schedules of the patient. It includes patient details, care type, caregiver details and the dates of confirmed schedules.
- Pending schedules refer to planned patient visits and tasks waiting for completion. Proper management of these schedules is crucial for ensuring timely and effective care for patient.

View Confirmed Schedule

> **Scheduling >> Schedule Log**

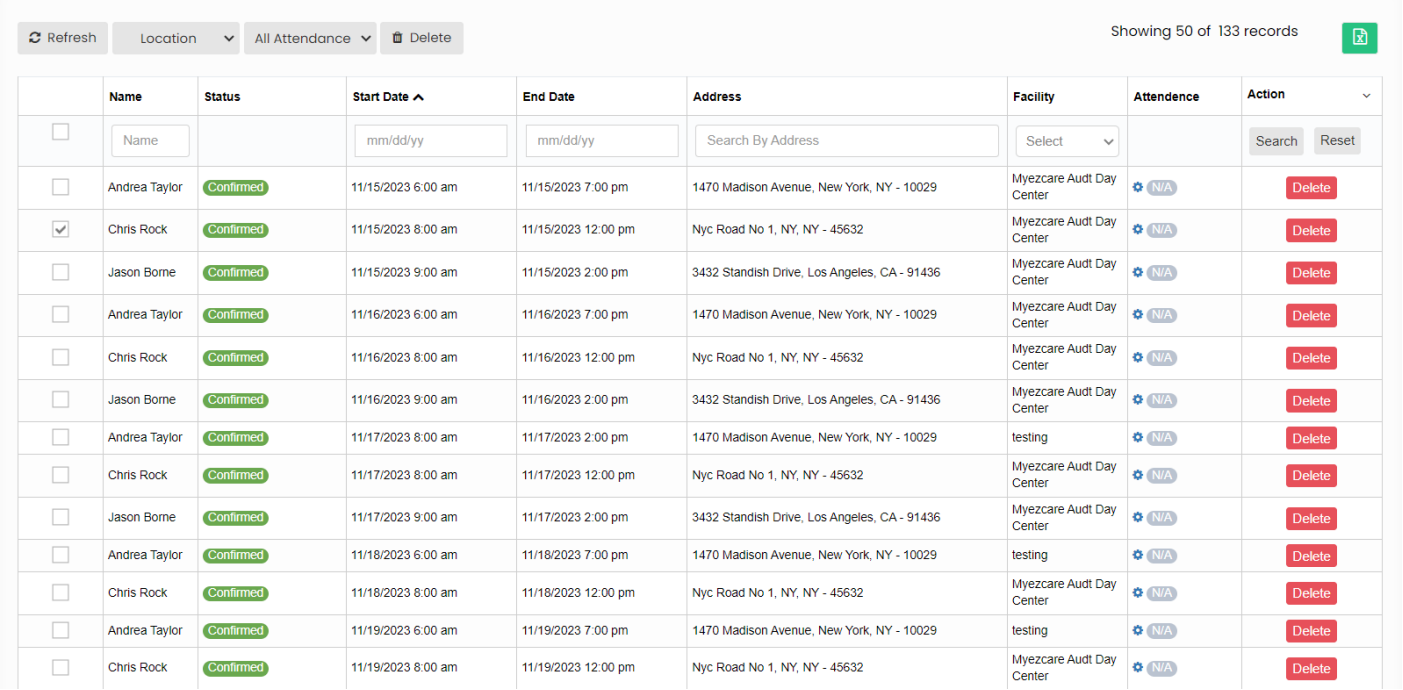
The user can view the list of confirmed schedules of the patients in the system.



Delete Schedule

> **Scheduling >> Schedule Log**

To delete the schedules in the Schedule Log, click on checkbox of the schedules and click Delete option.



Pending Schedule

> **Scheduling >> Pending Schedules**

To view the pending schedules, enter the patient name, employee name and click Search option.

