Set up

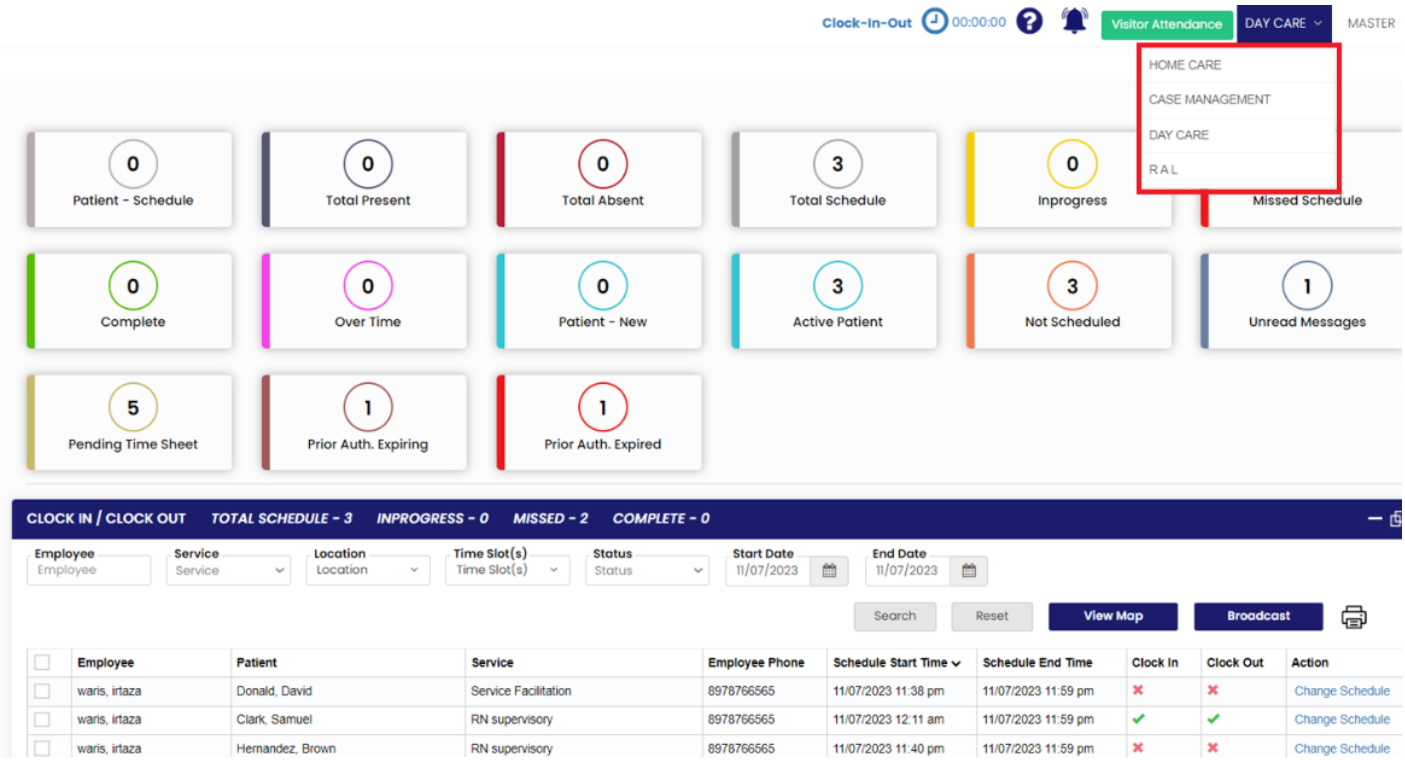
Setting up an application is the process of installing, configuring, and customizing software or systems to ensure they work as intended. It involves tailoring the application to specific needs, setting user permissions, and preparing it for use, ensuring a smooth and effective operation.

> 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.

User Login

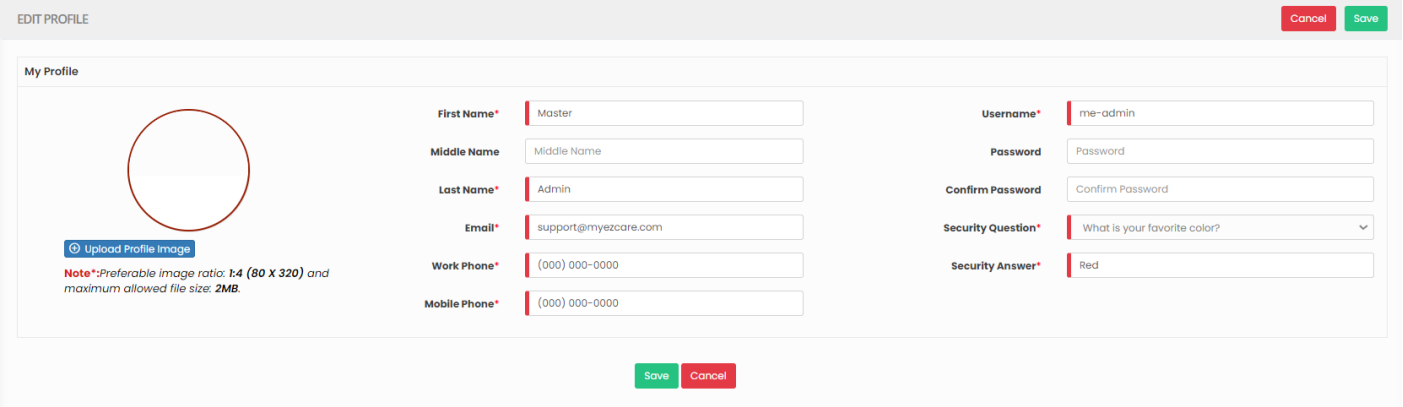
The User Login on the top right corner of the software contains the following features:

- **My Profiles**
- **Roles and Permissions**
- **Organization Settings**
- **Billing**
- **Log Out**



My Profiles

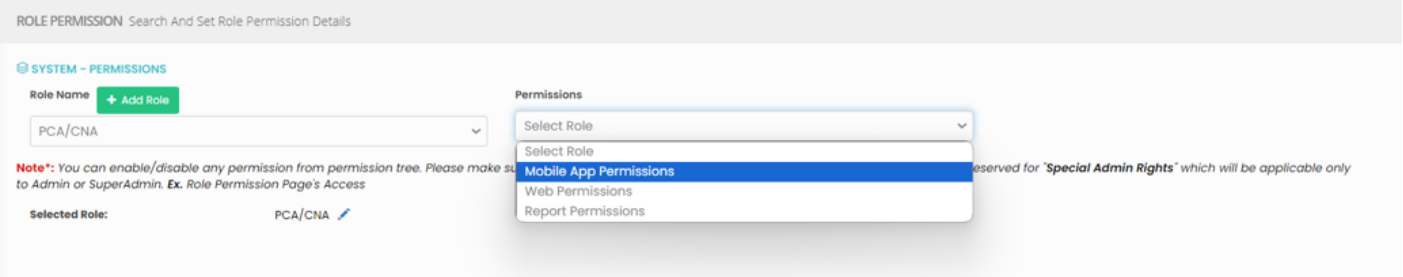
The user can update the Profile information under My Profiles option. Update the required fields, upload the Profile image and click Save option.



Roles & Permissions

The user can give permissions to the respective Role of the Employee. Select and Role and choose the permission to be given for the Role.

- **Mobile App Permissions**
- **Web Permissions**
- **Report Permissions**



Organization Settings

The user can update the Organization information under Organization Settings. It has features like Logo Settings, Invoice Settings, Billing Settings etc.

Organization Settings

Forms Library

Cancel Save

Organization Information

Organization Name * Myezcare2

Support Email * support@myezcare.com

Address: Address

City: City

State: State Code

Zip Code: XXXXX

Time Zone * (UTC-05:00) Eastern Time (US & Canada)

Site Miscellaneous Settings

Page Size * 50

Patient Resignature Needed: Yes

Google Drive Integration: Link Google Drive

MIF Settings

Appendix: Appendix

Description: Description

Revision: Revision

Site Logo Settings

Login Screen Logo*

Upload Image

Note*: *Preferable resolution: **300px x 40px (7.5:1)***



Sidebar Logo*

Upload Image

Note*: *Preferable resolution: **128px x 14px (7:1)***



Fav Icon*

Upload Image

Note*: *Preferable resolution: **32px x 32px (1:1)***



Template Logo*

Upload Image

Note*: *Preferable resolution: **600px x 200px (3:1)***



Invoice Settings

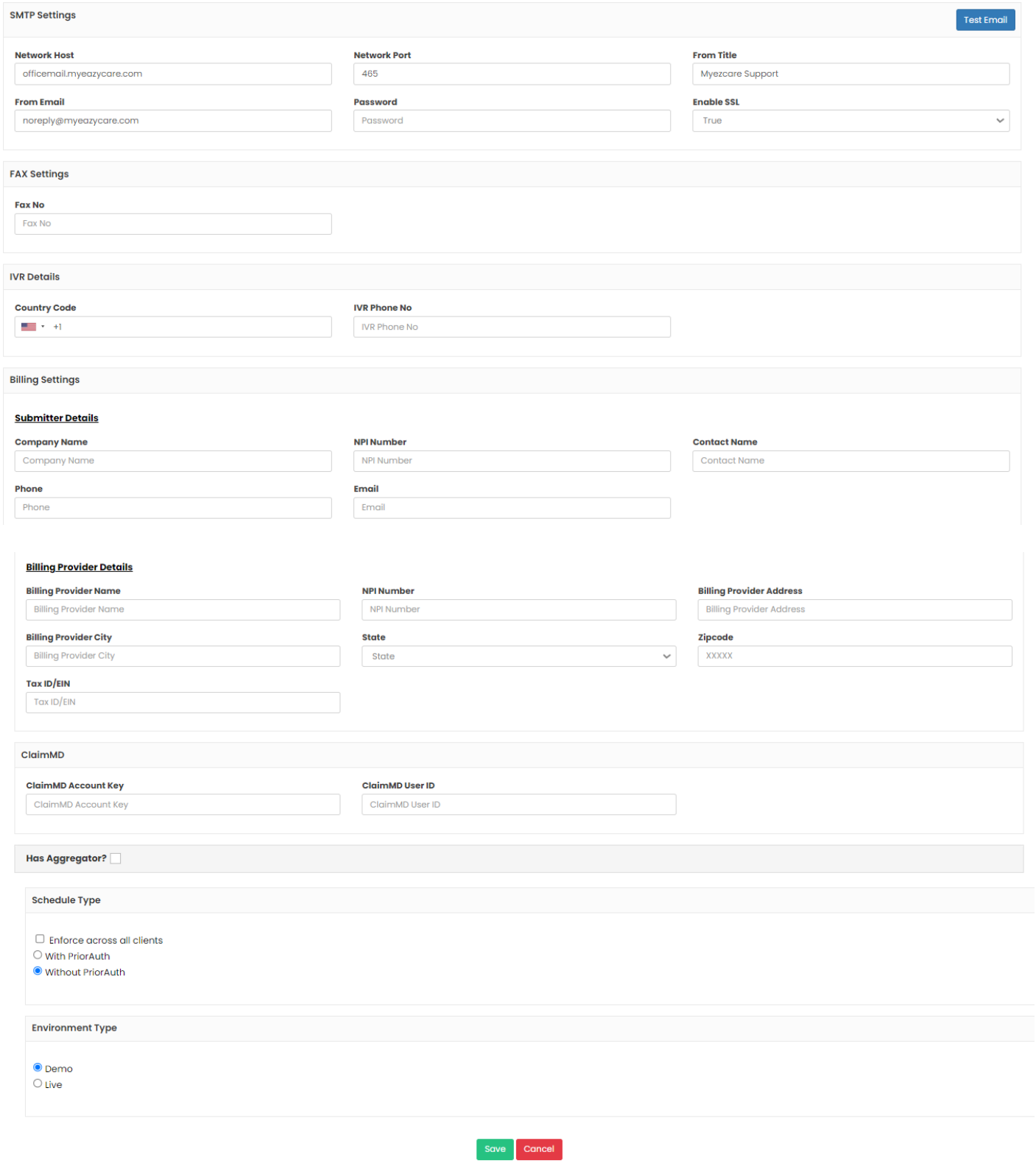
Invoice Generation Frequency: Visit Wise

Invoice Tax Rate: 0

Invoice Due Days: 0

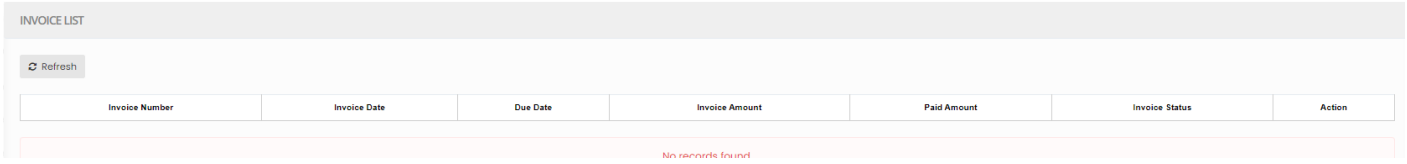
Invoice Notes: Invoice Notes

- Bill to Payor
  - Include Patient Address
    - Include Patient DOB
    - Include Addressline 1
    - Include Addressline 2
    - Include AddressZip



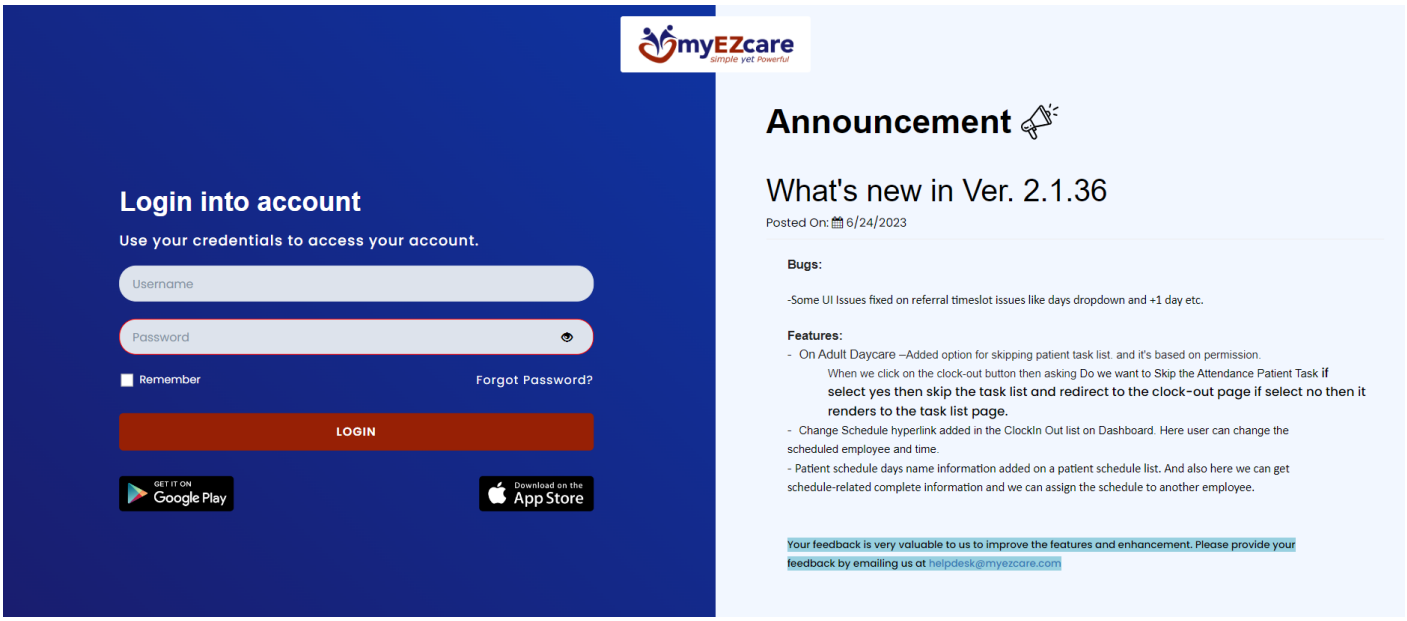
Billing

The Billing option gives us information about the list of Invoices generated in the software.



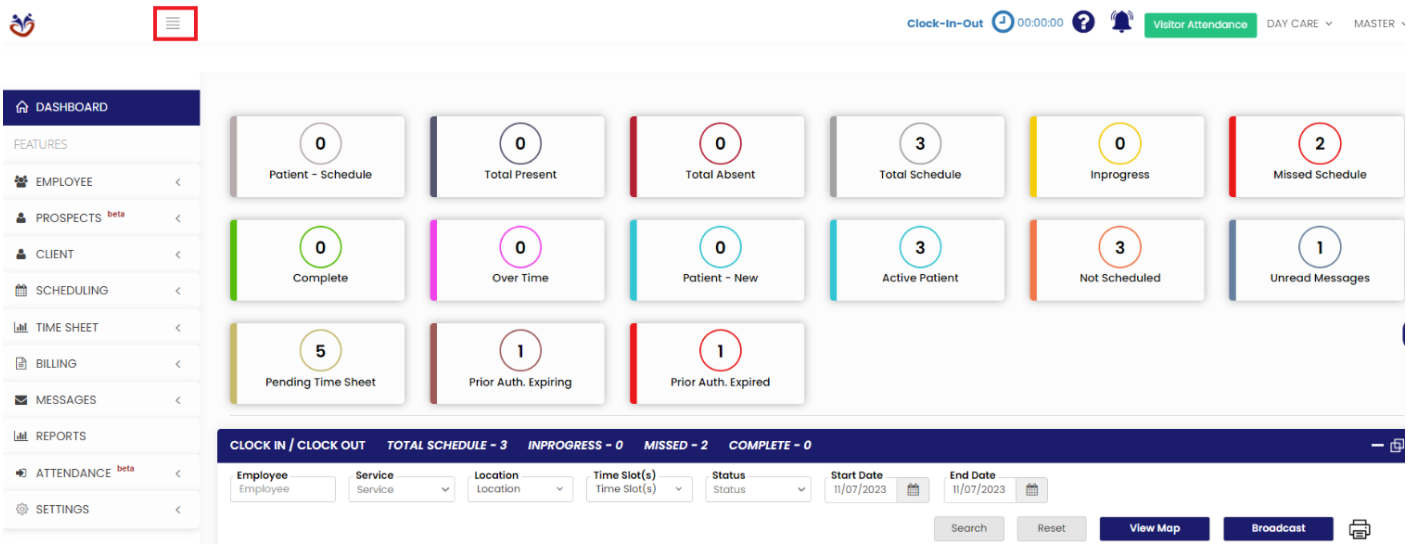
Log Out

By clicking the "Log Out " button, the user can prevent unauthorized access to the account, reducing the data breeches and maintaining online privacy.

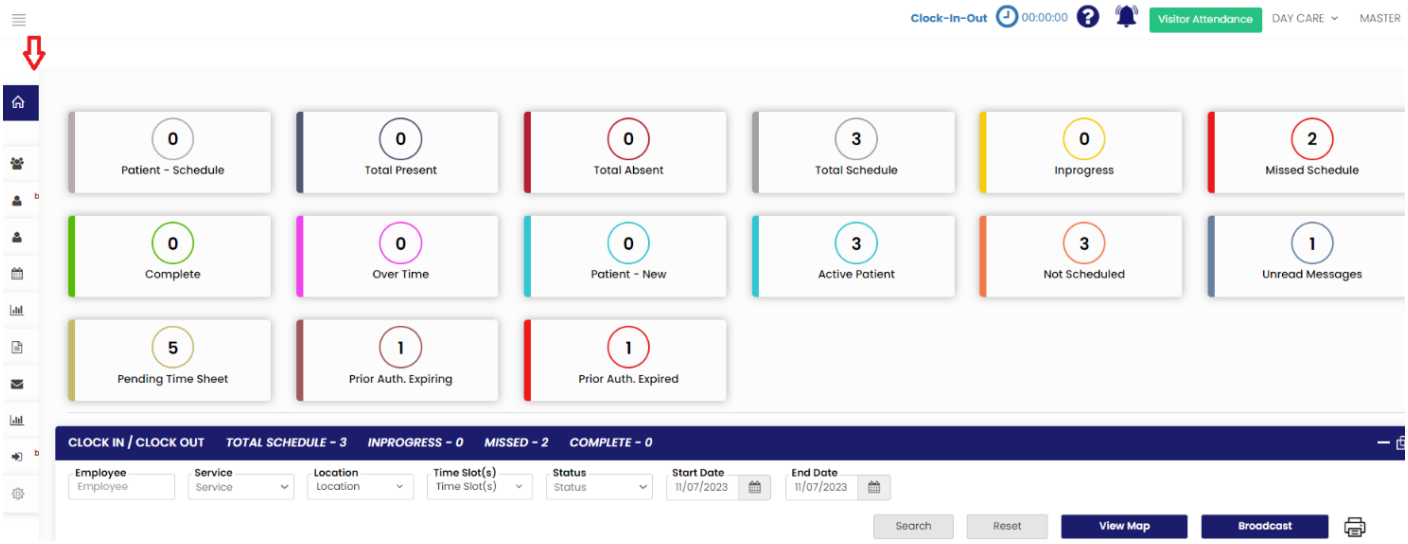


Hide Features

The four line in the Dashboard is used to hide the Feature names in the Dashboard screen.

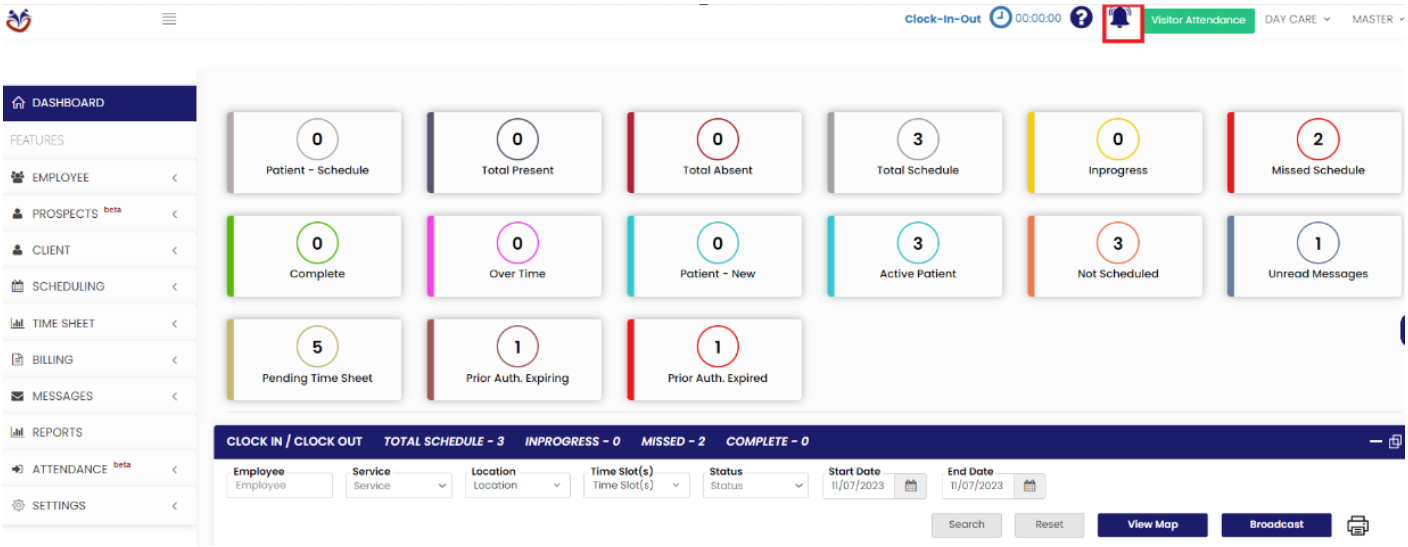


Now, the Features name is not visible in the Dashboard screen and we can work in the large screen.



Notification

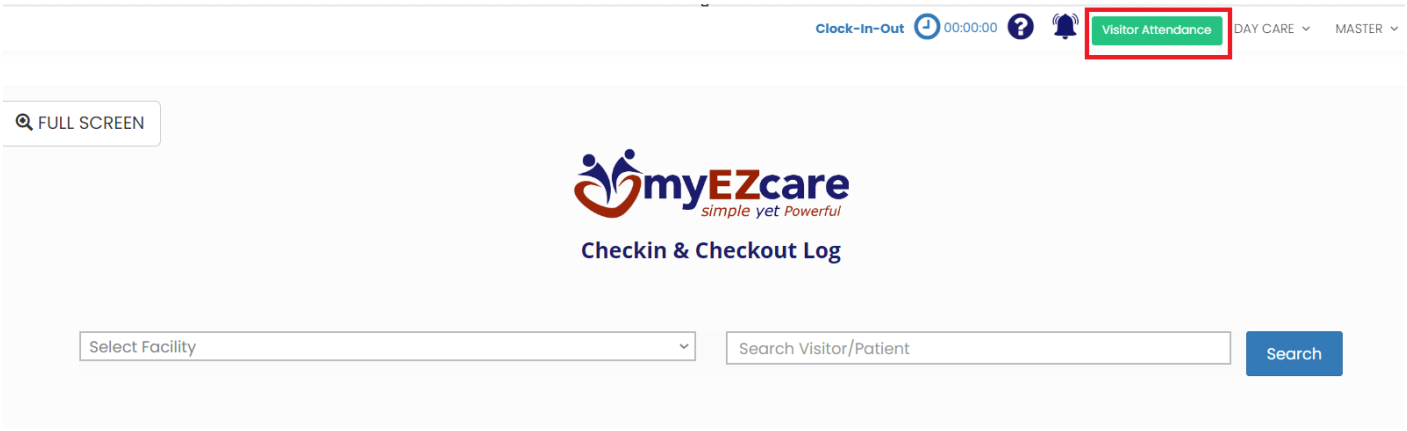
The Notification Bell option represents to Notify messages in the system.



Visitor Attendance

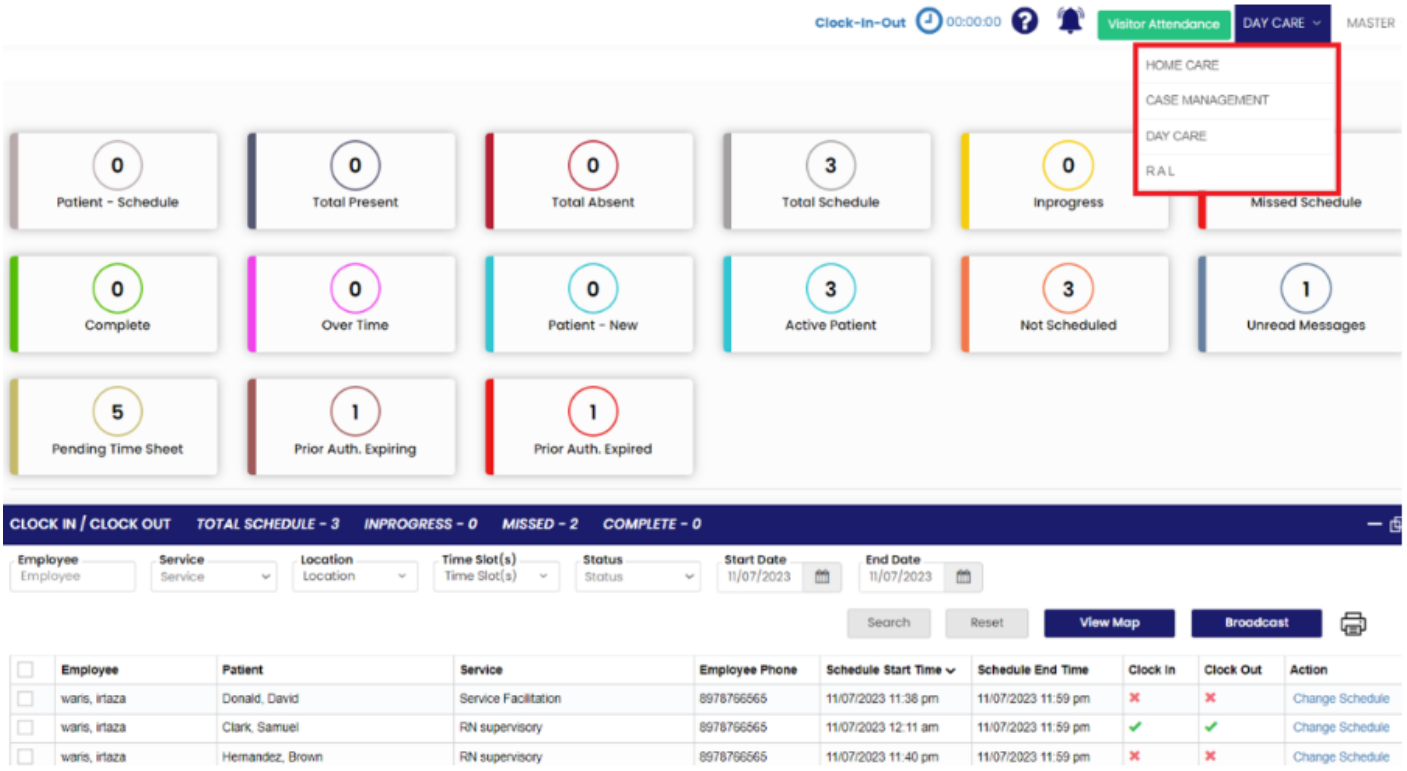
The Visitor Attendance check-in and check-out Log can be maintained in the system using the function Visitor Attendance.

Select the Facility and enter the Patient name and click search option.



Care Type

The user can choose the type of care by using the dropdown option on the top right corner in the software.



Revision #5
Created 7 November 2023 16:58:05 by Thamarai
Updated 21 November 2023 17:36:03 by Thamarai