



Be There with Careology's Family Room Online Care Portal



CAREOLOGY
Home Healthcare

Careology Gives You the Option to Monitor Your Loved One's Care Online

We understand how stressful it can be to have a loved one that needs help living independently. At Careology Home Healthcare, we want to alleviate some of those stresses by giving you real-time transparency to the care process by helping to ease some of the logistical burdens with our online Family Room portal.

With the Family Room (available to you at no extra cost), you will be able to access records of care online from any device with internet access.

Additionally, you and other family members can use a shared calendar to coordinate between yourselves and track visits scheduled by your caregivers, as well as to track invoices.

How does this work?

Once you receive an emailed invitation giving you access to our online Family Room portal, you will be able to do the following:

- a. Keep live track of caregiver status updates
- b. Coordinate and schedule events with other family members
- c. View your invoices online

With the Family Room, not only will you be able to keep track of the financial aspects of caring for your loved one, but you will also be able to track the care provided for your loved one whenever and wherever you have internet access.

Additionally, whether or not you wish to access our online Family Room portal, you can choose to have invoices sent to you by email. Invoices will be sent in PDF form and can easily be saved to your computer for record keeping purposes.

As mentioned above, these services come at no extra cost to you. They are a part of our mission to provide the best possible care to your loved one and to empower you with the ability to care for them as well.

Questions about WellSky (formally ClearCare)? Contact me below!

Sincerely,

Josh Mitchell
josh@careologyhomecare.com

Our Online Family Room



Keep track of status updates in real time, listen to caregiver comments, and know that your loved one is in good hands



Coordinate events with family members



Access your invoices online

... track the care provided for your loved one whenever and wherever you have internet access.



The Family Room Tab

The Family Room tab is a feed of all the information in the Family Room. In this area you can post a comment publicly or direct it to a specific administrator.

1. To access this area of the Family Room, click on the tab in the top left hand corner of the menu bar labeled "Family Room".
2. In the text box, you can write out a post to the feed. These posts will only be displayed in this section of the Family Room.
3. If you would like to direct your post to a specific agency staff member, you can click on the small button with the downward facing arrow. You'll be able to select an administrator from a drop down menu (pictured below). This will also deliver your post to them via email.
4. The "To Dos" section displays any recent to do items.
5. The "Events" section features any new items on the "Family Calendar".

Family Room 1 | Logs | Calendar | Invoices | Medications | To Do | People

Latest Updates

2

Post

Marshall Brown

CARE LOG, THU FEB 18, 2016

TIME	TASK
11 a.m.	Clock In
11:39 a.m.	Prepare breakfast
11:39 a.m.	Walk with client Aly: The weather was a little ch already wasn't feeling well. Inst did some exercises in the living
11:45 a.m.	Clock out

3

To Dos

 4
 DUE 11/27/2015
Please do a safety check of the house (Aly Massoud)
View All (1) »

Events

 5
SAT FEB 20, 2016
9:00 AM - 3:30 PM
Jones, Susan
SAT FEB 27, 2016
9:00 AM - 3:30 PM
Jones, Susan
View Calendar »

Forward To Done

- Family Members
- Assigned Agency Staff
- Agency Admins
- Caitlin Fitting
- Lizzy Lizard
- Polly Pickle



The Invoices Tab

The Invoices tab is where you can view a history of all invoices generated by Careology Home Healthcare. You can also track which invoices have been paid.

1. To access this area of the Family Room, click on the tab labeled "Invoices".
2. You can choose to view all invoices or select the year you wish to review.
3. Click on the invoice of interest. It will open as a PDF in a new tab illustrating all care logs, rates, amounts, and the total due. If the invoice has been paid it will show a 'PAID' stamp at the top of the invoice.
4. If a payment has been made and applied to an invoice, a small check mark will appear at the end of the description of the date and total. If the invoice is outstanding it will reflect the total dollar amount due.

Invoices

Here you can view and check your invoices.

View

View All (5) >

2016

2015

2016

- Massoud Care (massoud) Invoice for Susan Jones
FEBRUARY 21 • TOTAL \$512.50 • \$25.00 DUE BY FEB 21
- Massoud Care (massoud) Invoice for Susan Jones
FEBRUARY 13 • TOTAL \$862.50 • PAID ON FEB 13 ✓
- Massoud Care (massoud) Invoice for Susan Jones
FEBRUARY 06 • TOTAL \$662.50 • PAID ON FEB 12 ✓

2015

- Massoud Care (massoud) Invoice for Susan Jones
SEPTEMBER 15 • TOTAL \$562.50 • DUE SEP 15 • \$562.50 DUE
- Massoud Care (massoud) Invoice for Susan Jones
AUGUST 27 • TOTAL \$1,110.75 • DUE AUG 27 • \$1,110.75 DUE



The To Do Tab

The To Do tab is where you can view, add, and check off to dos. The To Dos can also be assigned directly to an office agency staff member.

1. To access this area of the Family Room, click on the tab labeled "To Do".
2. To add a to do, click on the orange "plus" sign next to where it says "To Dos". You can enter the description of the task, due date, and even assign the task to a specific agency staff member.
3. Once you add the to do, you can choose to sort by those that need to be completed, those that have been completed, or both.
4. To mark a task as "complete," simply check the box to the left of the description. The task will move from the "To Do" section to the "Done" section.

The screenshot shows the 'To Do' tab in the Careology Family Room. The top navigation bar includes 'Family Room', 'Care Logs', 'Calendar', 'Invoices', 'Medications', 'To Do', and 'People'. The 'To Do' tab is selected, indicated by a callout '1'. Below the navigation bar, there is a 'To Dos' section with a plus sign icon (callout '2') and a 'View' section with a dropdown menu (callout '3') showing 'To Do' and 'Done'. The main content area displays a list of tasks, with one task highlighted: 'DUE 11/27/2015 Please do a safety check of the house (Assigned to Aly Massoud)'. A callout '4' points to the checkbox next to the task description. An 'Add' dialog box is overlaid on the screen, showing fields for 'TO DO', 'DUE DATE', and 'ASSIGN TO' (set to 'Anyone'), with 'Cancel' and 'Save' buttons.



The Calendar Tab

The Calendar tab is a place to view upcoming caregiver visits and to coordinate with family members. You cannot add caregiver visits to this calendar but you can coordinate information, such as birthdays or visits, with other family members.

1. To access this area of the Family Room, click on the tab labeled "Calendar".
2. To add an event to your Family Calendar, click the orange "plus" sign on the left hand side of your screen. These events are for coordinating between family members. This information will not be communicated to Careology Home Healthcare.
3. The teal calendar on your screen represents scheduled caregiver visits. These cannot be edited. Please contact Careology Home Healthcare to request changes to the schedule.

The screenshot displays the 'Calendar' tab in the Family Room. The navigation bar at the top includes 'Family Room', 'Calendar', 'Invoices', 'Medications', 'To Do', and 'People'. The main calendar view shows a week from Feb 14 to Feb 20, 2016. A sidebar on the left contains a 'Calendar' section with a plus sign and a list of events. A 'View All (7)' link is also present. A '3' callout points to a teal event card for 'Brown, Marshall' on Tue 2/16. A '2' callout points to the plus sign in the sidebar. A '1' callout points to the 'Calendar' tab in the navigation bar. An 'Add' event modal is open in the foreground, showing fields for 'WHEN', 'RECURRENCE', 'WHAT', 'WHERE', and 'GUESTS'.