

# **Electronic Documentation**

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## Requirements

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## **Tracking & Reporting**

**Goal/Service Tracking for Residential, Supported** Living, Community Based Day, ICF and more **Case/Progress Notes** Individual Service Plans/Outcomes Tracking **Management & Trend Reporting Personal Finance** 

## **Billing & Attendance**

Service Authorizations **Professional & Institutional Claims Utilization & Other Reports** 

## **Electronic Health Records**

**Comprehensive Health Care Reports Medication Administration Records** Integrated with Industry Standard Drug Database **Diagnoses, Allergy Profiles** 

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| as       | Worklist                                  | 3    |      |   |
| 6        | Approve                                   |      |      |   |
|          | General Event Report (GER) - New   Search |      | 13   |   |
|          | Review                                    |      | 1    |   |
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|          | Approve<br>Witness Report - Search        | 3    | 9    |   |
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|          | Reports                                   |      |      |   |
| pe       | ntered Reports                            |      |      |   |

◆ Data Integrity through Audit Trails, Electronic Signatures and Comprehensive Back-ups ◆ Secure ◆ Web-based ♦ Real-Time Access from Anywhere ♦ HIPAA, HITECH, ARRA Compliant ♦ Easy to Use ♦ Person Centered ◆ Timely Reports ◆ Exceptional Support via Live Help, Phone and On-Line Resources



# Billing

Therap's **Billing Support** offers a collection of tools, designed to help with service authorization management, service tracking, electronic claim creation and related functions.

#### **Service Authorizations**

Flexible options are provided for tracking service authorizations, remaining balance and expiration dates.

#### **Service Records**

Billing amounts are calculated directly from service and attendance logs. The system matches billing records against valid service authorizations.

#### **Claim Submission & Tracking**

Professional and Institutional Claims can be generated and sent to Medicaid. Users can also track the status of these claims inside Therap.

### Medicaid Audits/QA

The system provides efficient ways of tracking service authorizations. Service records can be traced back to individuals' ISPs. In addition, Therap's Utilization Reports can be generated to track average usage and remaining balance.

### **HIPAA 5010 Compliant**

Therap complies with the federal mandated ASC X12 v5010 requirements.

| To De  |                         |   |  |
|--|-------------------------|---|--|
| Individual   | Staff Scheduling        |   |  |
| Health   | weakly Program Schedule | New   View Scientists   Search  |  |
|  | Raster Program Schedule | New / Search  |  |
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## Staff Scheduling

Create weekly schedules for residential & community based services

Build and use Master Schedule templates

Track staff hours and overtime

View personal & co-workers' schedules on Therap Calendar

Share schedules across programs

# Training Management

Set-up training program curriculum, courses & classes

Track due/overdue classes, assignments and certifications

Manage enrollment and sign ups

Manage instructors

View training history



# **Electronic Health Records**

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## **Health Tracking**

The Health Tracking module allows users to efficiently track different categories of health data.

- Document and track a broad range of medical issues including vital signs, seizures, blood glucose, lab tests and appointments
- Track individuals' medication histories and allergy profiles
- View monthly and detailed reports

## **Medication Administration Records**

- Quick and Detail Modes
   Medication History of data entry

  - First Databank integration
- Monthly MAR Reports

## **Comprehensive Health Assessment**

The eCHAT is designed to keep an in-depth assessment record of an individual's health symptoms and history. It also calculates the overall acuity level and publishes a summary with recommendations for cases that may require care plans.

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| Individual   | Appointments New   Search  |   |  |  |
| Individual   |  | New   Search   Report   |  |  |
| Health   | Blood Glucose  | New   Search   Report   |  |  |
| Agency   | Height/Weight  | New   Search  |  |  |
| Ageney   | Immunization   | New   Search   Report   |  |  |
| Billing  | Infection Tracking   |   |  |  |
| Admin  | Intake/Elimination   | New   Search   Report   |  |  |
|  | Lab Test   | New   List  |  |  |
| Individual<br>Home Page  | Lab Test Result  | New   Search   Report   |  |  |
| Settings   | Medication History   | New   Medication Review<br>Import from Excel   Sear<br>Report   Custom Report<br>Archive                    |  |  |
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# **Incident Reports**

## **General Event Reports**

The Therap General Event Reports (GER) module has been designed to track, store, and maintain multiple related incidents for an individual and investigate the results. This module can be used to document, with specific details, a wide variety of incidents including injuries, behavioral concerns, medication errors, and death among others. With this, users are able to record observed or discovered incidents specifying three levels of notifications low, medium and high.

- Instant event reporting and sharing
- Electronic sticky notes
- Restricted access to abuse/neglect incidents
- Flexible notifications
- Body diagrams to locate injuries
- Trend reporting
- Export reports to PDF

## ( (203) 596-7553



## Individual Support Plans & Service Logs

### Implementation/Support Planning

- Create methodical and concise implementation/support
   plans for individuals
- Define goals and objectives with customized scoring methods
- Effectively document and meet Medicaid, state, and survey requirements
- Manage all Waiver, ICF/MR, and other support services

### Service Logs & Progress Tracking

- Track service logs against support plans and service authorizations
- Generate billing information directly from service logs or attendance logs
- Track service utilization
- Generate Progress Reports, Graphs and Time Logs for any period of time

| Property Sandwich     Time Zone:     US/Central       Date:     04/03/2012       Begin Time:     11 0 : 00 0 0 am 0 pm       End Time:     11 0 : 00 0 0 am 0 pm       Location:     Program Kitchen       Entered By:     Daniel Garcia, Direct Support Professional       Service Provider:     Task Scores       Jose the boiled opps     Partial Physical Prompt Program (Income 0)       Vm on the toaster     Endependence       Kace the breads on toaster     Verbal Ope  |   |   |                         |                                      |  |
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## Includes

- ISP Template Library
- ISP Programs
- ISP Reports

|        | List of Reports  |
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## Management & Trend Reporting

With appropriate access privileges, Therap users are able to generate a variety of reports from the information stored in the system. These include:

#### **Management Summaries**

- Incidents & Behavioral Event Summaries
- Demographic Report
- Staff Reports based on User Profiles
- Account Activity Tracking Reports

#### **ISP** Reports

- Programmatic Reports
- Clinician Reports

### **Health Reports**

- Monthly/Quarterly Health Reports
- Medication History & Administration
- Reports

Training Management Reports Billing Reports

- Built on a current, object-oriented technology platform
- Hosted in multiple live sites mirrored across non-contiguous states
- Agile development to implement state and federal requirements



Scan this QR code on your mobile phone for more information about Therap Services in Tennessee ▷





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