

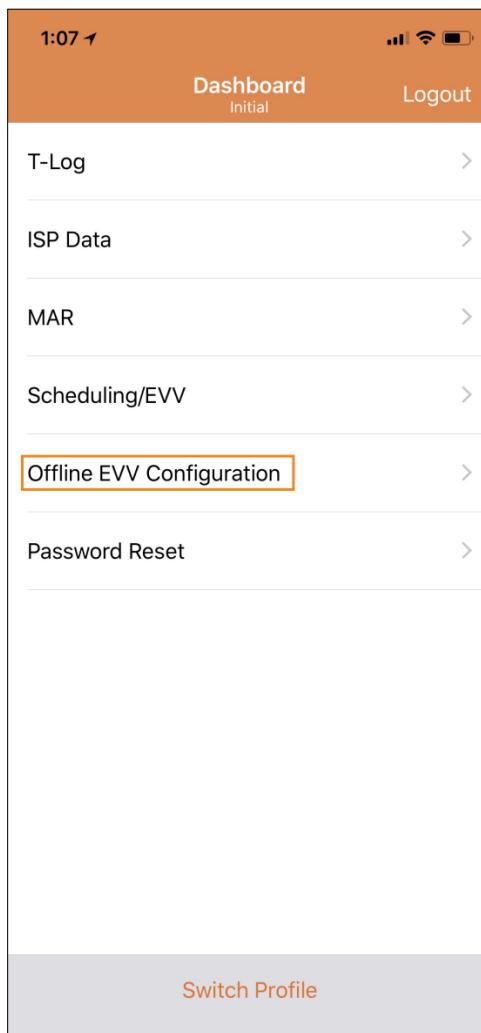
## **Kev Teeb, Sau Npe-Nkag thiab Sau Npe-Tawm uas yog siv Cov Cuab Yeej Apple Rau Kev Teem Caij.**

Daim ntawv thov ua Kev Teem Caij Uas Tsis Siv Is Taws Nem muab rau cov neeg siv nrog rau kev ua hauj lwm los sau npe nkag thiab tawm ntawm Cov Kem Sau Teem Caij thaum lawv mus siv tsis tau is taws nem lawm.Qhov hauv kev **Teeb Siv EVV Uas Tsis Siv Is Taws Nem (Offline EVV Configuration)** yuav muaj nyob ntawm Daim Phiaj Qhia thiab tuaj yeem siv tau los qhib tus as khauj uas tsis siv is taws nem los ntawm kev ntaus tus PIN.Txoj hauv kev xaiv no muaj rau tus neeg uas qhib ua Kev Teem Caij Uas Tsis Siv Is Taws Nem rau lawv lub chaw ua hauj lwm sawv cev.Thov cim tseg tias kev teem caij uas tsis siv is taws nem yuav tsis suav nrog txoj hauv kev uas yus sau yus npe nkag thiab nce raws ntawm cov kem sau uas raug tsim tawm ua ntej lub sij hawm ntawd.Cov neeg siv yuav tuaj yeem tsim tau cov kem Uas Tsis Siv Is Taws Nem rau qhov thooj raws cov kem hauv oos lais uas yog kev siv Kem Sau ID qhov uas tuaj yeem tau txais los ntawm daim thawv thov hauv vev xaib los sis los ntawm kev txhab cov kem mus rau tus Qauv Tsis Siv Oos Lais nrog rau lub app xov tooj.

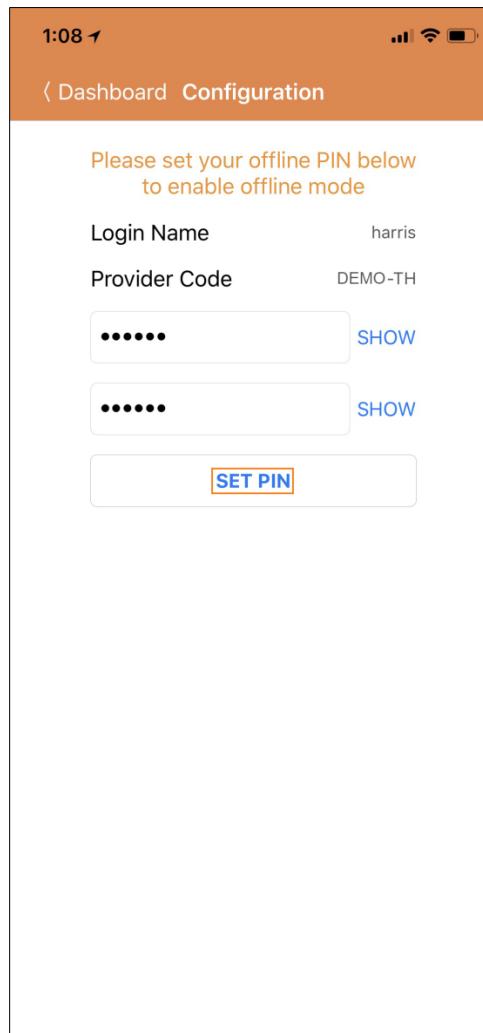
- **Kev Teeb Siv EVV Uas Tsis Siv Is Taws Nem (Offline EVV Configuration)**
- **Tsim Kem Uas Tau Teem Caij Lawm thiab Sau Npe-Nkag/Sau Npe-tawm**
- **Xa Cov Kem Uas Siv Oos Lais mus rau Tus Qauv Uas Tsis Siv Oos Lais**
- **Rub Nkag Cov Kem EVV Uas Tsis Siv Oos Lais (Offline EVV Slots)**
- **Nrhiav Cov Kem Sau EVV Uas Tsis Siv Oos Lais los ntawm Vev Xaib**

## Kev Teeb Siv EVV Uas Tsis Siv Is Taws Nem (Offline EVV Configuration)

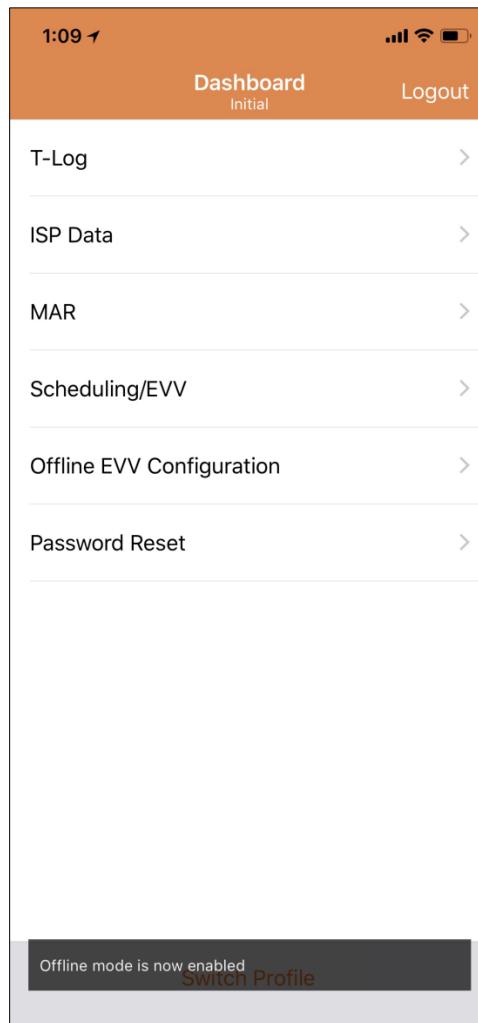
- Qhov hauv kev xaiv **Kev Teeb Siv EVV Uas Tsis Siv Is Taws Nem (Offline EVV Configuration)** yuav pom tshwm nyob rau ntawm daim Phiaj Qhia yog tias nws qhib rau lub chaw sawv cev.



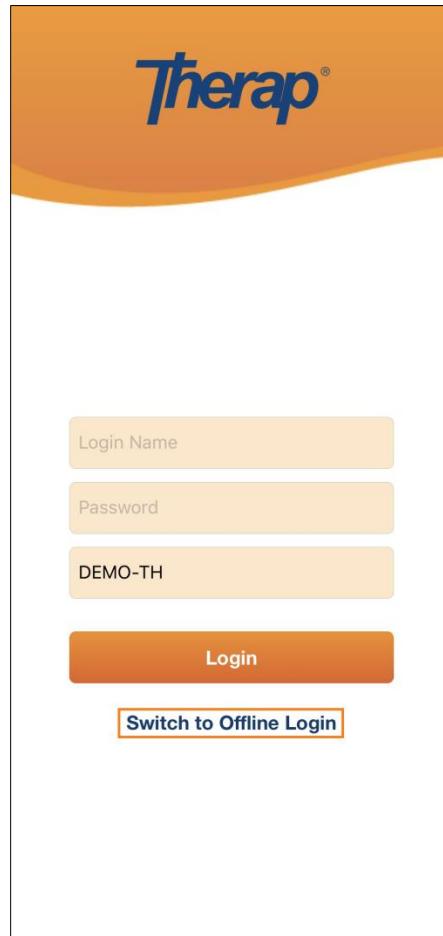
2. Tom qab **Kev Teeb Siv EVV Uas Tsis Siv Is Taws Nem (Offline EVV Configuration)** txoj kab txuas yog rau xaiv lawm, tus as khauj tsis siv oos lais tuaj yeem qhib siv tau los ntawm kev ntaus tus PIN.



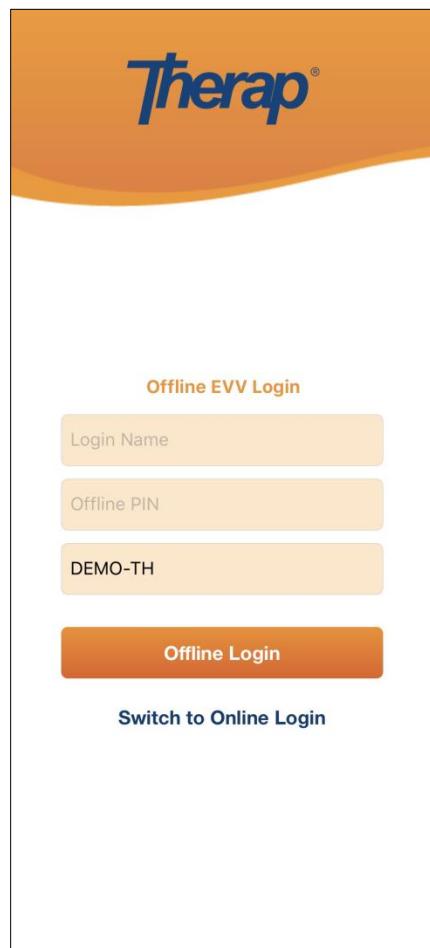
3. Thaum tus qauv uas tsis siv is taws nem qhib lawm yuav muaj ib tsab ntawv qhia tias ua tiav yuav tshwm tuaj.



4. Txoj kab sib txuas nrog **Hloov Sau Npe Nkag Uas Tsis Siv Is Taws Nem (Switch to Offline Login)** yuav tshwm tuaj nyob rau ntawm nplooj ntawv Sau Npe Nkag thaum Kev Teem Sij Hawm Uas Tsis Siv Is Taws Nem raug teeb lawm.

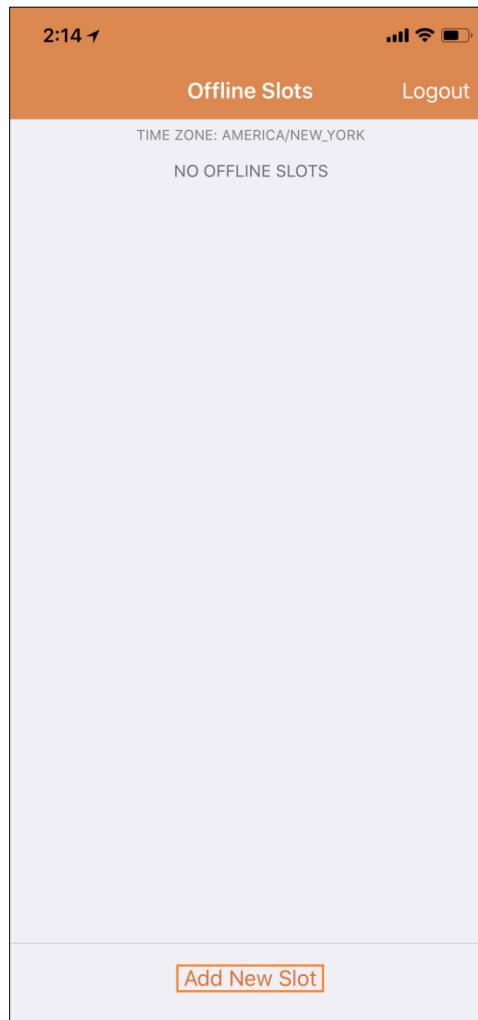


5. Kev nyem rau txoj kab txuas nrog **Hloov Sau Npe Nkag Uas Tsis Siv Is Taws Nem (Switch to Offline Login)** yuav kam rau cov neeg siv los txuas mus rau EVV nplooj ntawv sau npe nkag uas tsis siv is taws nem qhov chaw uas lawv tuaj yeem ntaus lawv tus PIN thiab tag ntawd nkag mus rau hauv daim ntawv thov uas Tsis Siv Is Taws Nem.



## Tsim Kem Uas Tau Teem Caij Lawm thiab Sau Npe-Nkag/Sau Npe-tawm

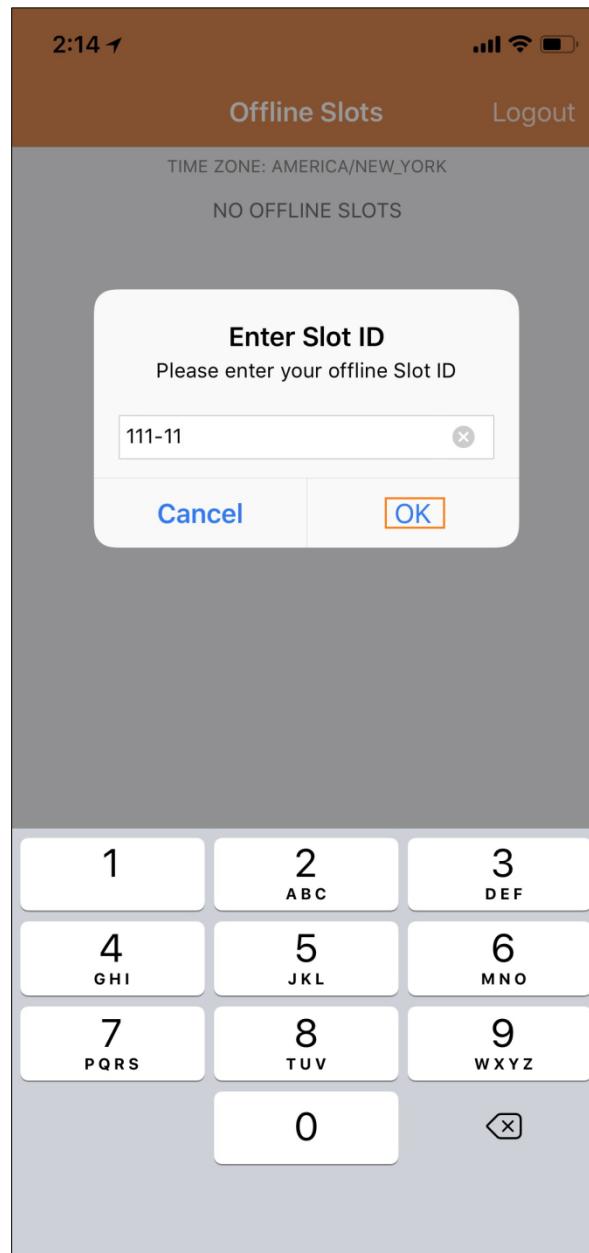
1. Thaum nkag mus rau hauv daim ntawv thov ua Kev Teem Caij Uas Tsis Siv Is Taws Nem lawm, nyem rau lub pob **Ntxiv Kem Sau Tshiab (Add New Slot)** los ntxiv cov kem sau tshiab.



2. Qhov Kem Sau ID tuaj yeem tau txais los ntawm daim ntawv thov hauv vev xaib uas yog siv txoj hauv kev xaiv **Luam Lub Sij Hawm Teem Caij (Print Schedule)**.

Schedule						
<a href="#">View/Check-In</a> <a href="#">Self Scheduling</a> <b><a href="#">Print Schedule</a></b> <a href="#">Search</a>						
Schedule						
Staff : Mia Cole, Direct Support Professional	Start Date : Wed, 11/25/2020	End Date : Wed, 11/25/2020	Time Zone : US/Eastern	IVR User ID: 1234567	Therap IVR Phone : (123) 456-7890	
Mon, 11/23/2020	Tue, 11/24/2020	Wed, 11/25/2020	Thu, 11/26/2020	Fri, 11/27/2020	Sat, 11/28/2020	Sun, 11/29/2020
		07:00 am - 09:00 am <b>138-776-5</b> (I) Johnson, Isabella / 12345 : Home Health Aide / T1021; Cole, Mia / Direct Support Professional  11:00 am - 12:00 pm <b>138-776-7</b> (I) Miller, Alexander : Personal Care Assistance / T1019; Cole, Mia / Direct Support Professional				

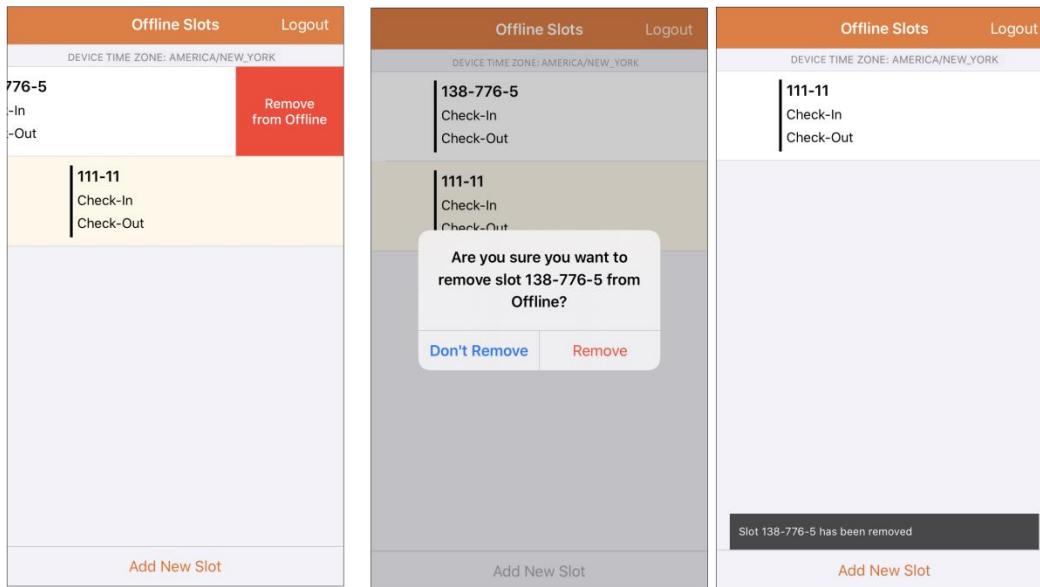
3. Ntaus Kem Sau ID ntawm lub sij hawm teem caij rau qhov uas koj xav ua los siv tus qauv uas tsis siv is tawm nem thiab nyem rau **POM ZOO (OK)**.



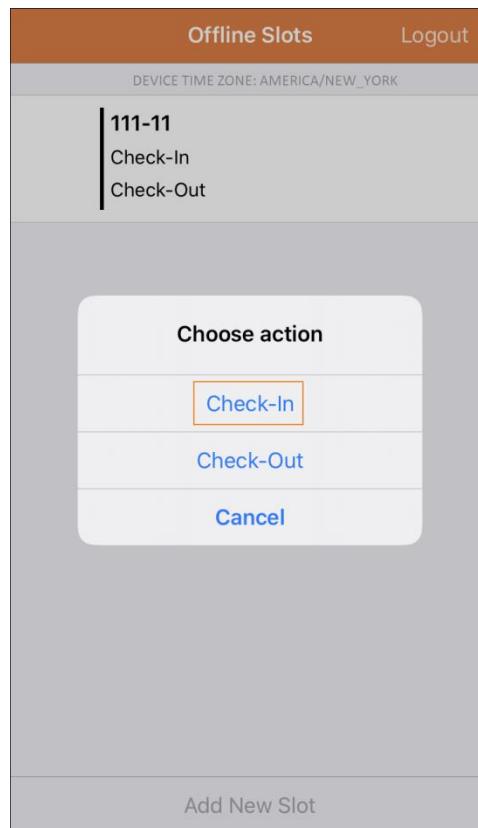
4. Thaum qhov Kem Sau ID tau ntaus nkag lawm, cov kem tau teem caij lawm yuav raug tsim tawm los nrog rau tos Sau Npe-Nkag thiab tos Sau Npe-Tawm.

Offline Slots	Logout
DEVICE TIME ZONE: AMERICA/NEW_YORK	
111-11	
Check-In	
Check-Out	
Add New Slot	

5. Cov kem sau tuaj yeem muab tshem tawm tau los ntawm tus qauv Tsis Siv Is Taws Nem rau cov kev nqis tes Sau Npe-nkag/Sau Npe-tawm uas tseem tsis tau ua li.Kev txav mus rau sab lauj yuav tshem qhov kem tawm ntawm tus qauv uas tsis siv is taws nem.



6. Kev xaiv tus qauv kem sau qhov kev teem caij yuav pom tshwm tuaj nrog ib tsab xov muaj cov kab txuas mus rau qhov **Sau Npe Nkag (Check-In)**, **Sau Npe Tawm (Check-Out)** thiab **Muab Thim (Cancel)**. Xaiv **Sau Npe-Nkag (Check-In)** los sau npe nkag rau kem sau. Xaiv **Sau Npe-Tawm (Check-Out)** yog tias koj xav sau npe tawm rau kem sau. Qhov txuas mus rau **Muab Thim (Cancel)** yuav kam rau koj tawm ntawm kem sau yam tsis tas sau npe nkag los sis tawm.



7. Hnub tim thiab sij hawm ntawm kev sau npe nkag thiab/los sis sau npe tawm yuav pom tshwm thaum cov neeg siv nyem rau qhov txuas mus rau **Kev Sau Npe-Nkag (Check-In)** thiab/los sis qhov **Kev Sau Npe-tawm (Check-Out)** hauv cov kem teem sij hawm. Cov kab Chaw Nyob Kev Sau Npe-Nkag (Check-In Address) thiab Chaw Nyob Kev Sau Npe Tawm (Check-Out Address) nyob rau ntawm daim foos Kem Teem Sij Hawm tau qhib los ntawm lub vev xaib uas pom tshwm tau ua tiav qhov qhia txog chaw nyob uas tau sau tseg ncua sij hawm ua Kev Sau Npe-Nkag thiab Kev Sau Npe-Tawm.

Offline Slots

Logout

DEVICE TIME ZONE: AMERICA/NEW\_YORK

**111-11**

Check-In

12/20/2020 02:15 PM

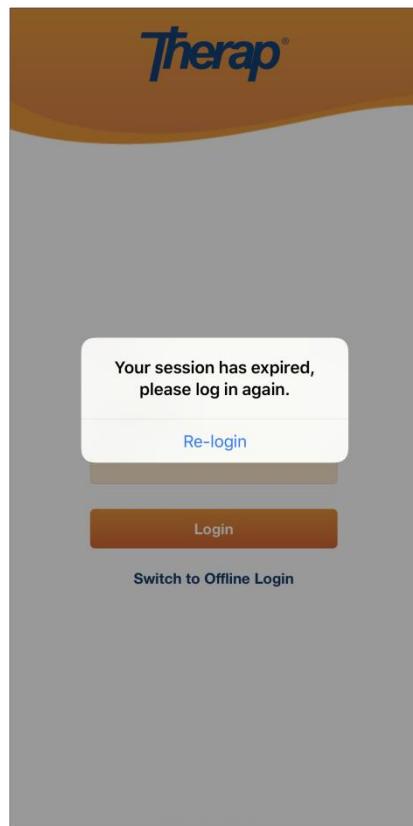
Check-Out

[Add New Slot](#)

8. Thaum tau ntaus rau Kem Sau Teem Sij Hawm lawm uas yog kev siv Daim Ntawv Thov Ua Kev Teem Caij/EVV Tsis Siv Is Taws Nem, daim ntawv nws yuav txav nws mus rau Kem Sau uas txhab los tshiab.Kem Sau uas txhab los tshiab yuav muaj qhov kos cim tseg.

Offline Slots	Logout
DEVICE TIME ZONE: AMERICA/NEW_YORK	
<b>111-11</b> Check-In Check-Out	
<b>111-12</b> Check-In Check-Out	
Add New Slot	

9. Qhov no tag sij hawm lawm vim pheej tsis siv thaum ua kev siv Daim Ntawv Thov Uas Tsis Siv Is Taws Nem ntawm tus qauv Kev Teem Sij Hawm/EVV uas tau teeb tseg li 30 feeb. Yuav muaj ib tsab xov tshwm tuaj li ob feeb ua ntej qhov kev ua hauj lwm uas tsis siv is taws nem yuav tag sij hawm.



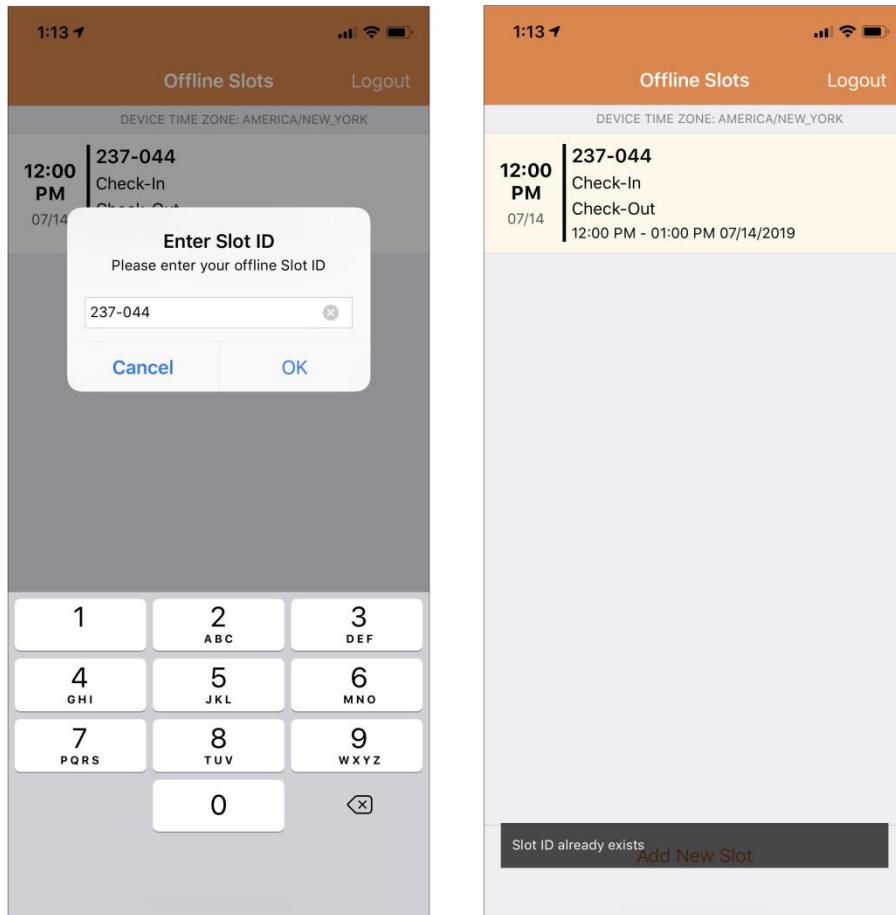
## Xa Cov Kem Uas Siv Oos Lais mus rau Tus Qauv Uas Tsis Siv Oos Lais

- Qhov hauv kev xaiv 'Txhab mus rau Qhov Tsis Siv Is Taws Nem' yuav raug siv rau kev txhab kem tus qauv Siv Is Taws Nem mus rau Tsis Siv Is Taws Nem.
  - Kev txav mus rau sab xis yuav xa qhov kem tawm ntawm tus qauv uas Tsis Siv Ts Taws Nem.
  - Thaum lub kem raug txhab lawm mus rau tus qauv Tsis Siv Is Taws Nem ib tsab xov qhia txog ua tiav yuav tshwm tuaj.
  - Lub Sij Hawm Pib nyob sab lauj yuav ua xim txho rau cov kem uas twb tau muab txhab ntxiv mus rau tus qauv Tsis Siv Is Taws Nem.
  - Rau cov kem uas tau muab txhab ntxiv rau hauv tus qauv Tsis Siv Is Taws Nem, Lub Sij Hawm Pib thiab sij hawm Xaus yuav tshwm tuaj.

The screenshots illustrate the steps to add an offline slot:

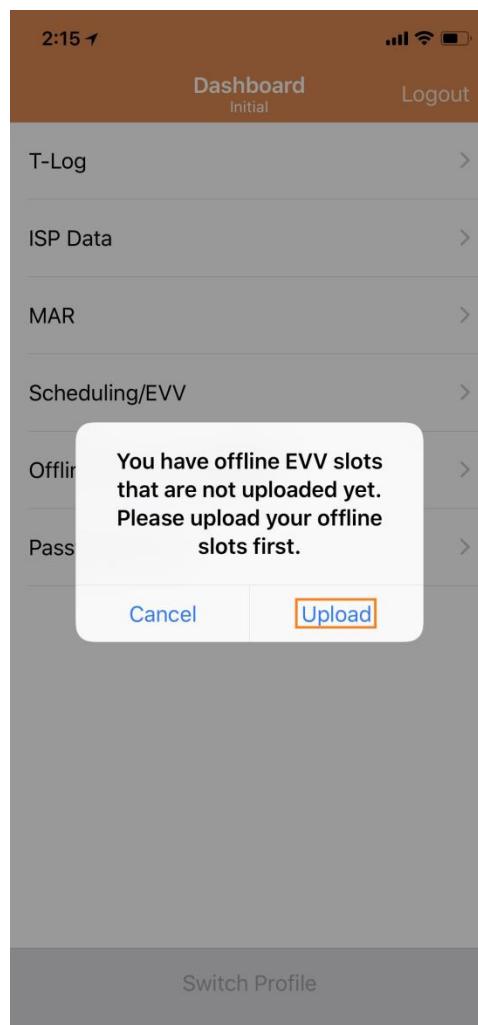
- Screenshot 1:** Shows the "Agenda List" screen for January 7, 2020. A specific appointment for "Miller, Alexander" at 7:00 AM is highlighted. A button labeled "Add to Offline" is visible on the left.
- Screenshot 2:** Shows the same "Agenda List" screen after the slot has been added. A confirmation message at the bottom states "Slot 236-016 has been added to Offline".
- Screenshot 3:** Shows the "Offline Slots" screen. It displays the added slot: "236-016" (Check-In: 07:00 AM on 01/07, Check-Out: 07:00 AM - 08:00 AM). Buttons for "Logout" and "Add New Slot" are also present.

2. Yog tias tus neeg siv txhab Kem Sau ID uas twb yeej muab txhab rau lawm mus rau Cov Kem Sau Uas Tsis Siv Is Taws Nem uas ua yav tag los, Kem Sau ID nws yuav muab kos cim tseg.

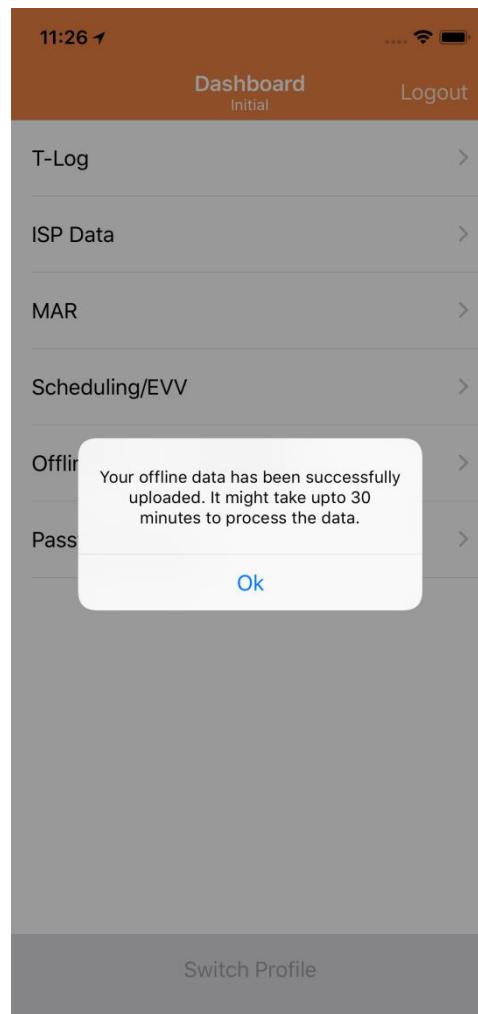


## Rub Nkag Cov Kem EVV Uas Tsis Siv Oos Lais (Offline EVV Slots)

- Cov neeg siv tus uas tau sau npe nkag lawm thiab tawm lawm rau cov kev pab cuam uas siv daim ntawv thov ua Kev Teem Caij Tsis Siv Is Taws Nem yuav tshwm tuaj nrog rau ib tsab xov kom muab lawv li ntaub ntawv EVV av lauj nkag thaum lawv nkag mus rau hauv Therap Qhov Khoom Siv Hauv Xov Tooj (Therap Mobile Application) uas siv is taws nem.



2. Thaum koj nyem rau lub pob **Av Lauj (Upload)** ntaub ntawv uas tsis siv is taws nem yuav raug muab av lauj nkag mus rau hauv kev ua hauj lwm. Tom qab cov ntaub ntawv uas ua tsis siv is taws nem raug av lauj nkag tag lawm ib tsab xov qhia txog kev ua tiav yuav tshwm tuaj. Nws yuav siv sij hawm ntev li ntawm 30 feeb los lis hauj lwm qhov ntaub ntawv uas tsis siv is taws nem.



## Nrhiav Cov Kem Sau EVV Uas Tsis Siv Oos Lais los ntawm Vev Xaib

1. Nyem rau txoj kab txuas nrog **Cov Xwm Txheej Uas Tshawb Nrhiav Tsis Siv Is Taws Nem (Search Offline Events)** nyob rau hauv qab nqe lus Kev Teem Caij ntawm qhov Koom Haum (Agency).

<b>To Do</b> <b>Individual</b> <b>Health</b> <b>Agency</b>	<h3>Scheduling</h3> <p> <a href="#">Create/Edit   Templates  </a>  <a href="#">Search   Search Offline Events</a> <span style="border: 2px solid orange; padding: 2px;"> </span>  <a href="#">Release Schedule</a> </p>
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2. Ntaus cov ntaub ntawv uas tseem ceeb rau nplooj ntawv Cov Xwm Txheej Uas Tshawb Nrhiav Tsis Siv Is Taws Nem (Search Offline Events) thiab nyem rau lub pob **Tshawb Nrhiav (Search)**.

#### Schedule Offline Event Search

Form ID, Slot Date or Event Date range required

Slot Start Date From	10/09/2019 <input type="button" value="Calendar"/>
To	10/16/2019 <input type="button" value="Calendar"/>
Event Date From	10/09/2019 <input type="button" value="Calendar"/>
To	10/16/2019 <input type="button" value="Calendar"/>
Staff	<input type="text" value="Search"/>
Form ID	<input type="text"/>
Event	- Please Select - <input type="button" value="▼"/>
Status	- Please Select - <input type="button" value="▼"/>

The Status field will be set to Failed initially. Use the drop-down option to select other options.

3. Nplooj ntawv Xwm Txheej Uas Tshawb Nrhiav Tsis Siv Is Taws Nem (Search Offline Events) yuav tshwm daim npe ntawm Cov Kem EVV Tsis Siv Is Taws Nem.Nyem rau tus xub los qhib daim foos Kem Teem Caij rau kev ua hauj lwm Kev Sau Npe-Nkag/Tawm.

Schedule Offline Event Search

Slot ID	Start Date	End Date	Event Date	Event	Staff	Latitude	Longitude
715-298	10/16/2019 10:00 AM	10/16/2019 11:00 AM	10/16/2019 09:52 AM	Check-Out	Hill, Matthew / Supervisor	23.791529	90.401
715-298	10/16/2019 10:00 AM	10/16/2019 11:00 AM	10/16/2019 11:12 AM	Check-In	Hill, Matthew / Supervisor	23.791529	90.401

Showing 1 to 2 of 2 entries

Previous 1 Next

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