打印日程表



- 从 Agency 选项卡选择打印日程表
- 从 Individual 选项卡或仪表板选择打印日程表

从 Agency 选项卡选择打印日程表

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具有日程表管理员管理角色的用户可以从 Agency 选项卡打印日程表。

1. 单击 Agency 选项卡"Scheduling"部分中 Schedule 选项旁的 Print Schedule 链接。

Το Do	Train	Scheduling
Individual	Schedule	Create/Edit Templates
Agency		Search Print Schedule Release Schedule

- 2. 在 Print Schedule 页面上,在以下字段中输入信息:
 - 。 <u>Date From</u> 和 <u>To</u>: 您想要打印日程表的日期范围。
 - Include Protected Health Information (PHI):如果您需要在 PDF 上显示个人姓名,请选择此字段。
 - 。 Include Note: 如果您需要在 PDF 上显示日程时段中的"注释",请选择此字段。
 - Include Check-In/Check-Out Information: 如果您需要在 PDF 中显示签到和签退时间, 请选择此字段。

在相应字段中输入个人、计划或员工内容,完成后单击"Print"按钮。下载的 PDF 文件将显示提供者的 Therap IVR Phone。如果选择员工作为搜索参数,则该员工的 IVR User ID 也会显示在 PDF 上。

版本 2023.6.0: 在"Service Authorization"表单中为某项服务输入的 Procedure Modifiers,现在将显示在 PDF 文件(使用"Print Schedule"页面底部的 Print 按钮下载)中服务描述代码旁的括号内。如果在此页面上启用了 Include Check-In/Check-Out Information,则可打印的 PDF 文件现在将显示 Start Date 和 End Date 字段中输入的日期与相应的签到/签退日期不一致的日程时段的签到和签退日期。



。 如果您不选择 <u>Include Protected Health Information (PHI)</u>、<u>Include Note</u> 和 <u>Include</u> <u>Check-In/Check-Out Information</u> 字段,可打印的 PDF 文件将如下所示。

Print Schedule							
		Ple	ease select either an Inc	lividual, a Program or a	Staff		
* D	ate From	07/09/20	23				
	* То	07/12/20:	23				
Include Protecte Informat	ed Health tion (PHI)						
Include Note							
Include Check-In/Check-Out							
Individual Search							
	Program	Search					
	Staff	Mia Cole	/ Direct Support Profes	sional			
Schedule Staff : Start Date : End Date : Time Zone : IVR User ID: : Therap IVR Phone : Sun, 07/09/2023	Mia Cole, D Sun, 07/09/ Wed, 07/12 US/Eastern 1234567 (123) 456-7 Mon, 07/1	Pirect Supp 2023 /2023 890 0/2023	ort Professional	Wed. 07/12/2023	Thu,	Therap Demon	Sat,
Sun, 07/09/2023 Mon, 07/10/2023 08:00 AM - 09:00 AM 08:00 AM - 09:00 AM 09:00 AM - 10:00 AM 234-567-1 : (I) : Personal Care Assistance / T1019 (12-34-56-78); Mia Cole, Direct Support Personal Care Assistance / T1019 (12-34-56- 78); Mia Cole, Direct Support Professional 09:00 AM - 10:00 AM 09:00 AM - 10:00 AM 345-671-2 : (I) : Adult Day Training / S5102 (23-45-67- 81); Personal Care Assistance / T1019 (12-34-56-78); Mia Cole, Direct Support Professional		09:00 AM - 10:00 AM 456-712-3 : (I) : Personal Care Services / T1021 (34-56-78-12); Mia Cole, Direct Support Professional		0//13/2023	0//14/2023	0//15/2023	

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最近更新日期: 2023 年 10 月 16 日

美国专利#8819785、#8739253、#8281370、#8528056、#8613054、#8615790、#9794257、#10586290、#10622103、#11410759、#11449954、#11728016



如果您选择了 <u>Include Protected Health Information (PHI)</u>、<u>Include Note</u> 和 <u>Include</u>
 <u>Check-In/Check-Out Information</u> 字段,可打印的 PDF 文件将如下所示。

Please so 07/09/2023 07/12/2023 2 2 2 2 2 3 2 3 2 3 2 3 3 2 3 3 3 3	select either an Individu	lual, a Program or a	Staff									
Please s 07/09/2023 07/12/2023 Search Search Mia Cole / Dire	select either an Individu	lual, a Program or a	Staff									
07/09/2023 07/12/2023	rect Support Profession	nal										
07/12/2023	rect Support Profession	nal										
Search Search Mia Cole / Direct	rect Support Profession	nal										
C Search Search Mia Cole / Direc	rect Support Profession	nal										
Search Search Mia Cole / Direc	rect Support Profession	nal										
Search Search Mia Cole / Dire	rect Support Profession	nal										
Search Mia Cole / Direc	rect Support Profession	nal										
Mia Cole / Dire	rect Support Profession	nal										
				Cancel								
				Therap Demons	stration Prov							
End Date : Wed, 07/12/2023 Time Zone : US/Eastern IVR User ID: : 1234567 Therap IVR Phone : (123) 456-7890												
/10/2023 Tue	ue, 07/11/2023 W	/ed, 07/12/2023	Thu, 07/13/2023	Fri, 07/14/2023	Sat, 07/15/2023							
M - 09:00 -1 : (I) : 1, Isabella : 10 Care 10 Care 1	2:00 AM - 10:00 M 66-712-3 : (I) : hnson, Isabella Personal Care ervices / T1021 4-56-78-12); abella's mother ; Mia Cole, rect Support ofessional 9:00 AM - b:00 AM -											
M -	(3 10:00 Isa wi : (I) : Di ;abella Pr (0 55102 10	(34-56-78-12): 10:00 Isabella's mother wi; Mia Cole, Direct Support abella Professional (09:00 AM - 10:00 AM) 31); are /	(34-56-78-12): 10:00 Isabella's mother wi; Mia Cole, Direct Support abella Professional (09:00 AM - (5102 10:00 AM) 31); are / 34-56-	(34-56-78-12): 10:00 Isabella's mother wi; Mia Cole, Direct Support abella Professional (09:00 AM - 10:00 AM) 31); are / 34-56- ole,	(34-56-78-12): 10:00 Isabella's mother wi; Mia Cole, i; Mia Cole, iabella Professional (09:00 AM - (5102 10:00 AM) 31); are / 34-56- ole, ord							

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如果在"Print Schedule"页面上选择了 <u>Include Check-In/Check-Out Information</u>,则可打印的 PDF 文件将显示 <u>Start Date</u> 和 <u>End Date</u> 字段中输入的日期与相应的签到/签退日期不一致的日程时段的签到和签退日期。

Print Schedule								
		Ple	ease select either an Inc	lividual, a Program or a	Staff			
* D	ate From	07/09/20	23 🚔					
	* T o	07/12/20						
Include Protecte	d Health							
Information (PHI)								
Information								
Individual Search								
Program Search								
Staff Mia Cole / Direct Support Professional								
Cancel							Print	
Start Date : End Date : Time Zone : IVR User ID: : Therap IVR Phone :	Sun, 07/09/2 Wed, 07/12/ US/Eastern 1234567 (123) 456-7	2023 /2023 890						
Sun, 07/09/2023	Mon, 07/10)/2023	Tue, 07/11/2023	Wed, 07/12/2023	Thu, 07/13/2023	Fri, 07/14/2023	Sat, 07/15/2023	
09:00 AM - 10:00 AM 123-456-7: (1) : Johnson, Isabella : Personal Care Assistance / T1019 (12-34-56- 78); Isabella's mother w; Mia Cole, Direct Support Professional (07/10/2023 08:00 AM - 07/10/2023	08:00 AM AM 234-567-1 Johnson, I Personal C Assistance (12-34-56- Cole, Direc Support Profession (08:00 AM AM) 09:00 AM AM 345-671-2 Johnson, Is ; Adult Day	- 09:00 : (I) : sabella : care - / T1019 78); Mia ot al - 09:00 - 10:00 : (I) : sabella - S102	09:00 AM - 10:00 AM 456-712-3 : (I) : Johnson, Isabella : Personal Care Services / T1021 (34-56-78-12): Isabella's mother wi; Mia Cole, Direct Support Professional (09:00 AM - 10:00 AM)					

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3. 如果选择个人作为搜索参数并选中 <u>Include Protected Health Information (PHI)</u> 字段,则 <u>Individual Name、Medicaid Number、Date of Birth</u> 和 <u>Individual ID Number</u> 字段将显示在 PDF 中,前提是在 Provider Preference 页面的 PDF Preference 部分启用了这些字段。

Print Schedule							
		PI	ease select either an Ind	dividual, a Program or a	ı Staff		
* 0	ate From	07/09/20)23				
	* То	07/10/00					
Include Destant		07/12/20	J23				
Include Protecto Informa	tion (PHI)						
Incl	ude Note						
Include Check-In/C Inf	heck-Out ormation						
I	ndividual	Isabella	Johnson / 12346				
	Program						
Staff							
	31811						
Cancel							Print
Date of Birth Individual ID Number Schedule Individual : Start Date : End Date : Time Zone : Therap IVR Phone :	07/25/ 12345 Isabella Jol Sun, 07/09/ Wed, 07/12 US/Easterr (123) 456-7	11990 hnson, 123 /2023 1/2023 1 7890	346				
Sun, 07/09/2023	Mon, 07/1	0/2023	Tue, 07/11/2023	Wed, 07/12/2023	Thu, 07/13/2023	Fri, 07/14/2023	Sat, 07/15/2023
09:00 AM - 10:00 AM 123-456-7: (I) : Johnson, Isabella / 12346 : Personal Care Assistance / T1019 (12-34-56- 78); Isabella's mother w . Mia	08:00 AM AM 234-567-1 Johnson, / 12346 : I Care Assi T1019 (12 78); Mia C Direct Sup Profession (08:00 AM AM)	- 09:00 : (I) : Isabella Personal stance / 2-34-56- cole, oport nal 1 - 09:00 - 10:00	09:00 AM - 10:00 AM 456-712-3 : (I) : Johnson, Isabella / 12346 : Personal Care Services / T1021 (34-56-78-12); Isabella's mother				

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4. 如果您输入了 Program 字段内容并单击 Print 按钮,打印出的 PDF 文件中将显示该计划的计划日程表。

Print Schedule								
		Please select either a	n Individual, a Program or a	Staff				
	* Date From	07/09/2023	i					
	* То	07/12/2023						
Include Prot Infor	ected Health mation (PHI)							
I	Include Note							
Include Check-In/Check-Out								
Individual Search								
Program 1st Street (Group Home)								
Staff								
Cancel								
					Therap Demons	tration Provid		
Schedule Start Date End Date Time Zone Therap IVR Phor	: Sun, 07/09/2 : Wed, 07/12/ : US/Eastern ne : (123) 456-74	2023 /2023 890		ţ				
Sun, 07/09/2023	Mon, 07/10/2023	Tue, 07/11/2023	Wed, 07/12/2023	Thu, 07/13/2023	Fri, 07/14/2023	Sat, 07/15/2023		
		09:00 AM - 10:00 AM 123-456-7 : (P) 1st Street (Group Home); Please call Mia (dir; Matthew Hill, Supervisor; Mia Cole, Direct Support Professional (09:00 AM - 10:00 AM)	08:00 AM - 09:00 AM 234-567-1 : (P) 1st Street (Group Home); Please call Mia (Dir; Matthew Hill, Supervisor; Mia Cole, Direct Support Professional (08:00 AM - 09:00 AM)					

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从 Individual 选项卡或仪表板选择打印日程表

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具有基于个案量的日程表查看权限的用户可以从 Individual 选项卡中打印日程表。

1. 单击 Individual 选项卡"Scheduling"部分中 Schedule 选项旁的 Print Schedule 链接。

To Do		Scheduling
Individual	100.00	Create/Edit
Agency	Schedule	Scheduler Templates Release Schedule View View Templates Print Schedule
Admin		Search

您还可以单击仪表板右侧"Schedule"部分中的 Print Schedule 链接。



- 2. 在 Print Schedule 页面上,在以下字段中输入信息:
 - 。 Date From 和 To: 您想要打印日程表的日期范围。
 - Include Protected Health Information (PHI):如果您需要在 PDF 上显示个人姓名,请选择此字段。
 - 。 Include Note: 如果您需要在 PDF 上显示日程时段中的"注释",请选择此字段。
 - Include Check-In/Check-Out Information: 如果您需要在 PDF 中显示签到和签退时间, 请选择此字段。
 - 。 Include Calendar Slots: 如果您需要在 PDF 上显示日历时段,请选择此字段。

从 Individual 选项卡中使用 Print Schedule 选项时,您需要在相应字段中输入个人或计划内容。 但是,当从仪表板的 Schedule 部分使用 Print Schedule 选项时,您可以将 <u>Individual</u> 和 <u>Program</u> 字段留空。完成后单击 Print 按钮。下载的 PDF 文件将显示提供者的 <u>Therap IVR</u> <u>Phone</u>。当使用仪表板中的 Print Schedule 链接生成 PDF 时,用户的 <u>IVR User ID</u> 也将显示 在 PDF 上。生成的 PDF 文件还将显示所选人员已注册的计划的计划日程表。



从 Agency 选项卡、Individual 选项卡或仪表板中使用 Print Schedule 功能时,如果未 选中 Include Protected Health Information (PHI)</u>字段,则将不会在下载的 PDF 顶部 显示 Individual Name、Medicaid Number、Date of Birth 和 Individual ID Number,即 使在 Provider Preference 页面中启用了它们也是如此。

如果您不选择 <u>Include Protected Health Information (PHI)</u>、<u>Include Note</u>、<u>Include Check-In/Check-Out Information</u>和 <u>Include Calendar Slot</u>字段,可打印的 PDF 文件将如下所示。

Print Schedule								
Please select either an Individual or a Program								
* D	ate From	07/09/20	23					
	* То	07/12/20	23					
Include Protecte Informat	Include Protected Health							
Include Note								
Include Check-In/Check-Out								
Ir	ndividual	Isabella	Johnson / 12346					
	Program	Search						
Cancel								
Staff : Mia Cole, Direct Support Professional Start Date : Sun, 07/09/2023 End Date : Wed, 07/12/2023 Time Zone : US/Eastern IVR User ID: : 1234567 Therao I/Re Phone (123) 456-7800								
Sun, 07/09/2023	Mon, 07/10	0/2023	Tue, 07/11/2023	Wed, 07/12/2023	Thu, 07/13/2023	Fri, 07/14/2023	Sat, 07/15/2023	
09:00 AM - 10:00 AM 123-456-7: (I) : Personal Care Assistance / T1019 (12-34-56- 78); Mia Cole, Direct Support Professional	08:00 AM A AM 234-567-1 Personal C Support Profession 09:00 AM - AM 345-671-2 Adult Day / S5102 (2 81); Perso Assistance (12-34-56- Cole, Direc Support Profession	- 09:00 : (I) : care / T1019 78); Mia ct al - 10:00 : (I) : Training 3-45-67- nal Care / T1019 78); Mia ct al al - 10:00 : (I) : Training 3-45-67- nal Care A5-67- nal Care A5-67- Nal A5-67- Nal A5-67- A5-67- Nal A5-67-	09:00 AM - 10:00 AM 456-712-3 : (I) : Personal Care Services / T1021 (34-56-78-12); Mia Cole, Direct Support Professional	,				

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如果您选择了 <u>Include Protected Health Information (PHI)</u>、<u>Include Note</u>、<u>Include Check-In/Check-Out Information</u>和 <u>Include Calendar Slot</u>字段,可打印的 PDF 文件将如下所示。如果在 Provider Preference 页面的 PDF Preference 部分中启用了 <u>Individual Name</u>、<u>Medicaid Number</u>、<u>Date of Birth</u>和 <u>Individual ID Number</u>字段,则这些字段将显示在生成的 PDF 的顶部。

	Please select either an In	dividual or a Program			
From 07/09/	/2023				
* To 07/12/	/2023				
ealth <mark>✓</mark> (PHI)					
Note 🗹					
k-Out ✔ ation					
idual	la Johnson / 12346				
gram Searc	h				
				Thoran Domon	Print
Isabella Johnson 123456789 07/25/1990 12345			4	Therap Demon	Istration Provid
bella Johnson, 1 a, 07/09/2023 d, 07/12/2023 Eastern 3) 456-7890	2346				
on, 07/10/2023	Tue, 07/11/2023	Wed, 07/12/2023	Thu, 07/13/2023	Fri, 07/14/2023	Sat, 07/15/2023
00 AM - 09:00 A 4-567-1: (I): hnson, Isabella 2346: Personal rer Assistance / 019 (12-34-56-): Mia Cole, rect Support ofessional 8:00 AM - 09:00 A) :00 AM - 10:00 A 5-671-2: (I): hnson, Isabella 2346: Adult by Training / 102 (23-45-67-): Personal rer Assistance / 019 (12-34-56-): Mia Cole, rect Support	09:00 AM - 10:00 AM 456-712-3 : (I) : Johnson, Isabella / 12346 : Personal Care Services / T1021 (34-56-78-12): Isabella's mother wi; Mia Cole, Direct Support Professional (09:00 AM - 10:00 AM)				
	From 07/09 * To 07/12 ealth 2 ealth 2 (PHI) 2 Note 2 c-Out 2 ation 2 idual Isabella Johnson gram Searce gram Searce 07/25/1980 12345 00 7/12/2023 Eastern 3) 3) 456-7890 xon, 07/10/2023 xon, 07/10/2023 xon, 07/10/2023 xon, 1sabella xon, 07/10/2023 xon, 07/10/2023 xon, 07/10/2023 xon, 1sabella xon, 1sabella xon, 1sabella xon, A -09:00 A -56/1-2 : (()) :	Please select either an In From 07/09/2023 * To 07/12/2023 * To 07/12/2023 ealth 2 c-Out 2 c-Out 2 c-Out 2 gram Search Isabella Johnson / 12346 gram Search seaten 3 07/10/2023 Tue, 07/11/2023 cool AM - 09:00 A A+567-1 : (I) : Personal Care nson, Isabella Personal Care 30 A56-7890 Direct Support 09:00 AM - 10:00 A A+567-1 : (I) : Personal Care Services / T1021 Sabella's mother 30 A56-7890 Direct Support 019 (12-34-56- Personal Care 200 AM - 09:00 A 4-567-1 : (I) : Direct Support 102 (23-45-67-) Personal Care 200 AM - 10:00 A 4-567-71-2 : (I) : Isabella's mother 1012 (23-45-67-) Personal Care 200 AM - 10:00 A <	Please select either an Individual or a Program From 07/09/2023 * To 07/11/2/2023 ation 2 c-Out 2 c-Out 2 ation 1 123465789 7/25/1990 07/12/2023 Tue, 07/11/2023 Weella Johnson, 12346 5 0/7/09/2023 Tue, 07/11/2023 0/7/12/2023 Tue, 07/11/2023 200 AM - 09:00 A 4-567-1 : (I) : Note (J) misson, Isabella 09:00 AM - 10:00 A A56-7890 00 AM - 09:00 A 4-567-1 : (I) : Johnson, Isabella misson, Isabella Personal Care Services / T1021 Services / T1021 30 A56-78-00 Uir; Mia Cole, ect Support 0fessional Uir; Mia Cole, Dir; Mia Cole, Dir; Mia Cole, Dir; Ci Support 102 (23-45-67-;); Personal Care Services / T1021 30 A56-78-07; Direct Support Uir; Mia Cole, Diri; Ci Support 102 (23-45-67-;); Personal care Services / T1021 <	Trom 07/09/2023 * To 07/12/2023 eaith • * To 07/12/2023 eaith • • Other •	Please select either an Individual or a Program From 07/09/2023 ** To 07/12/2023 aeith 0 ** To 07/12/2023 aeith 0 ** To 07/12/2023 aeith 0 ** To 0 •* Out • •* To Search ** To Search ** To Search ** To 0 ** To Search ** To 0 ** To 0

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