

Deep Dive into the New Browser Based Home Care Scheduling

Training Summary:



This class provides an in-depth training on the functions of the new browser based scheduling for Home Care. In addition to the functions, the main application setup related to scheduling will be reviewed so your company can be sure they are utilizing all of the tools that CareVoyant has to offer. The class is appropriate for the administrative/office staff that deal with scheduling regularly.

Pre-requisites

- Attendees must be familiar with the CareVoyant solution and with current practices/processes within the application.

Course topics will include but are not limited to the following

- ❖ Home Care Browser Based Scheduling Functions
 - Login
 - Schedule View
 - Employee Match
 - Batch Edits
 - Recurring Schedules
 - Schedule Manager
 - Schedule Verification
 - Schedule Entry
 - Other Schedule Views
- ❖ Scheduling Reports
- ❖ Extensive overview of setup related to scheduling
 - Schedule Options
 - Schedule Validations
 - Schedule Search options
 - Service Category
 - Other Scheduling tables