



News from eTasking

Management Solutions for Assisted Living Communities



March 2011

eDoc Features:

- * Integrates with ePlan Automation
- * No extra charge for ePlan Users
- * Multiple File Formats Supported
- * Secure, off-site backed-up
- * Multi-user access to all documents
- * Audit Trail of all Edits
- * File Access by User role (e.g. Aide)
- * Form Template Libraries

eTasking adds eDocs for ePlan Automation

What is eDocs ?

Like most businesses, Assisted Living facilities must maintain a large number of documents in order to manage their day-to-day operations. Having a reliable and accessible system for maintaining these documents is particularly critical in the Health Care industry. The Document Control System for Assisted Living communities must ensure that their residents receive the care they need, while complying with HIPAA mandated privacy requirements.

Typical options for saving documents are:

- Paper Copies
- Local PC Files
- Shared File Server
- On-line file storage

Each of these choices has limitations, however. eDocs can help you improve your Document Control System, for greater accessibility and security in a multi-user environment.



How eDocs Works

eDocs is a component of the ePlan Automation System that permits Assisted Living Communities to save their various Resident files within the secure ePlan Database. Authorized users can then access these files just as they would access a particular Resident's Service Plan. With eDocs, files like Incident Reports, Progress Notes, Contact Information, etc., can be saved in the same ePlan database where the Resident's Service Plan information is kept.



eTasking Secures Your Data!

Nothing is more important to us than keeping all of our user's data safe and secure and always available. To ensure this, eTasking databases are located in a highly secure facility with 24/7 management and redundant system backup. We would be pleased to provide more information on request.



For More Information Contact:

Steve Kriss
 Phone: 972-767-4023
 E-mail: steven.kriss@etasking.net



eDocs is a new way to Save and Organize your Documents

What you can do with eDocs:

- * Scan and save critical paper docs
- * Save your Existing files 'as is'
- * Add Resident Photos to ePlan Reports
- * Create new custom file Templates
- * Use 'smart forms' from eTasking
- * Automate your Log Books



eDoc Libraries

Most users will want to create a set of standard forms (or templates) for use by their Corporation. With eDocs, these standard forms are kept in a library where they can be used as required for their Residents. Library templates can only be modified by authorized users who maintain them per corporate requirements. There is also a separate library for each Facility, plus a Master Library maintained by eTasking (containing forms created for any of our corporate users).

Backup Options

Since all eDoc files are saved on our secure database server, extra backup precautions are not required. Some users, however, may want to keep the backup procedures they already have. This is not a problem. All eDoc files are

normally cached on the user's *My Documents* folder on their local PC or file server. This happens transparently, but it means that any backup/archive procedures in-place for this folder will also be applied to all eDoc files used on that PC.

Non-Resident eDocs

While most eDocs will be associated with a particular *Resident*, it is also possible to associate an eDoc with the *Facility*. This would be the case for a Nurse's log, for example, where chronological entries are made for various residents. It is also possible to associate an eDoc file with a particular *Provider*. And finally, non-medical eDocs may also be saved (like a Document containing a Calendar of Events).



Simplifying the task of Managing Documents for Assisted Living Communities



Shown here is an Excel based *Smart Form* designed by eTasking to record and chart Resident Vitals

ID#	LogDate	Caregiver	When	PhotoTime	Systolic	Diastolic	Delta	Pulse	Weight	Temperature	Respiration	BloodSugar	Comment
204	6/30/2011		Bedtime	6/30/11 23:30	130	80	50						130/80
202	6/31/2011		Bedtime	6/30/11 23:30				80					
202	6/31/2011		Before Lunch	6/31/11 11:55				66					
1347	6/31/2011		Before Lunch	6/31/11 11:56	132	64	68						
174	6/31/2011		Before Lunch	6/31/11 11:56	132	64	68						
80	6/31/2011		After Supper	6/31/11 20:39				78					
2427	6/31/2011		After Supper	6/31/11 20:40	130	62	68						
645	6/31/2011		After Supper	6/31/11 20:40	130	62	68						
134	6/31/2011		Bedtime	6/31/11 23:26	138	68	70						
37	6/31/2011		Bedtime	6/31/11 23:26	138	68	70						
282	6/31/2011		Bedtime	6/31/11 23:26				70					
34	6/31/2011		After Lunch	6/31/11 12:39	128	62	66	70					
183	6/31/2011		After Lunch	6/31/11 12:39				65					
490	6/31/2011		Bedtime	6/31/11 23:29	128	66	60						
411	6/31/2011		Bedtime	6/31/11 23:40				72					
108	6/31/2011		Before Lunch	6/31/11 11:58	130	70	60	74					
795	6/31/2011		Before Lunch	6/31/11 11:58				64					
120	6/31/2011		Bedtime	6/31/11 23:38	130	80	50	76					
448	6/31/2011		Bedtime	6/31/11 23:38				80					
887	6/31/2011		Bedtime	6/31/11 23:40	128	68	60	72					
683	6/31/2011		Bedtime	6/31/11 23:40				62					
197	6/31/2011		Bedtime	6/31/11 23:40				72					
487	6/31/2011		Bedtime	6/31/11 23:40				66					
252	6/31/2011		After Midnight	6/31/11 01:32	126	66	60	68					
242	6/31/2011		After Midnight	6/31/11 01:32				68					
20	6/31/2011		Before Lunch	6/31/11 11:28	130	70	60	65					
496	6/31/2011		Before Lunch	6/31/11 11:28				70					
691	6/31/2011		Bedtime	6/31/11 23:30	140	70	70	70					
191	6/31/2011		Bedtime	6/31/11 23:30				68					
334	6/31/2011		Before Lunch	6/31/11 11:07				70					
478	6/31/2011		Before Lunch	6/31/11 11:08	128	68	60	74					
485	6/31/2011		Before Lunch	6/31/11 11:08				64					
487	6/31/2011		Before Lunch	6/31/11 11:08				64					

View Data

Data Log Entry for Resident: **Blaise Wagner**

Resident Chart for: **Blaise Wagner**

Tag Date: 06/14/11 Tuesday Record Index: 336

Set Caregiver: **<ALL>** Current Caregiver: **130**

When Measured: **<ALL>** Before Lunch

Systemic: 130 Pulse Rate: Temperature: Blood Sugar: 70

Respiration: Weight:

Enter Comment for Log: 130/70

Buttons: Enter Data, Save, Exit

Enter Data

