



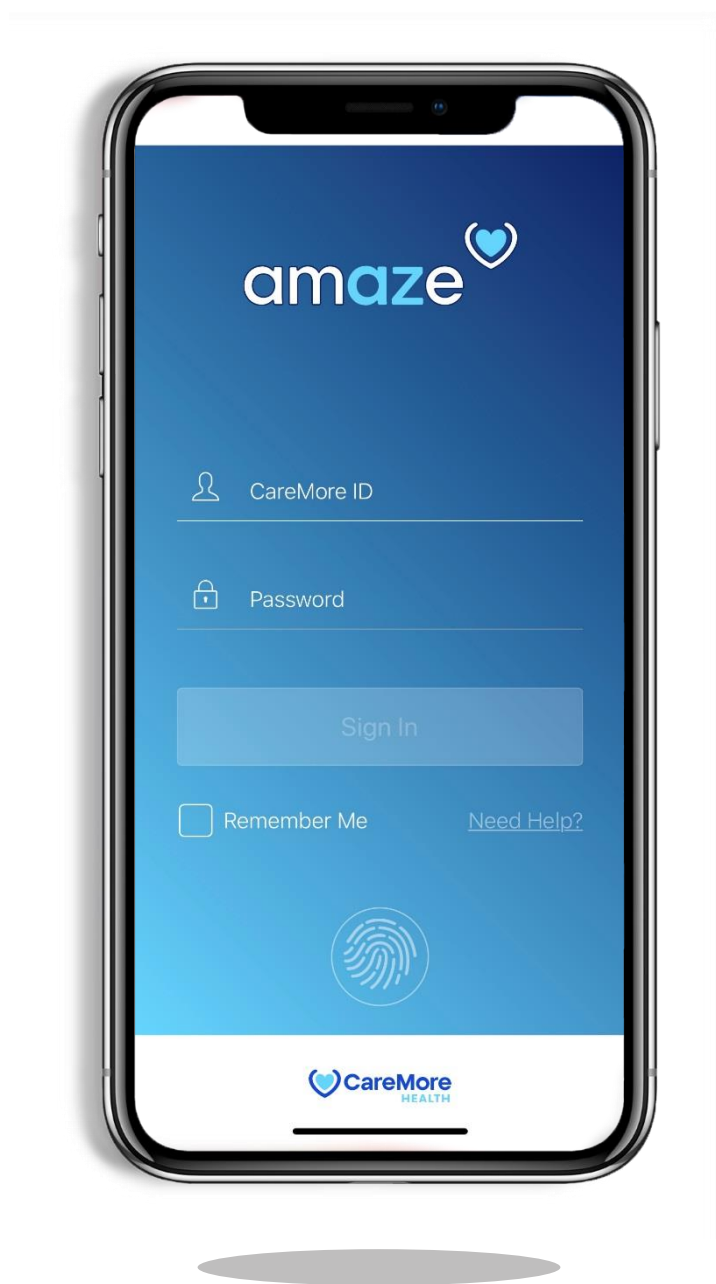
@HOME REFERENCE GUIDE

From A to Z, improving operational efficiency to delivering optimal care to members





AMAZE @Home is an app developed by CareMore for @Home providers, offering a simple way for providers to view their daily, weekly, and monthly appointments. @Home app provides complete appointment details of the patient. Provider can also access to call patient and navigate to the patient address.



KEY FEATURES



Secure Fingerprint Login

- Use your iPhone's built-in Touch ID feature for added security while using the app.



Appointments

- View your complete Appointment details for the members.
- Daily, Weekly and Monthly View of appointments



Map Navigation

- Navigate map to your member's address.



Member and Provider Profile

- Customize your profile by selecting your preference in Profile Tab.
- Search for members randomly.
- Get signature from members in the acknowledgement documents to use the healthcare data.



Next Appointment Member Chart

- View all of your assigned facilities and members in one list.



Verify Identity

- Verify member identity using ID or Member card.



Sign Documents

- Sign member documents Patient Data sheet, NOPP, HIPAA, and Mental Health



Sign-out

- Log out of the AMAZE app.

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PART 1: INITIALIZATION

Getting Started

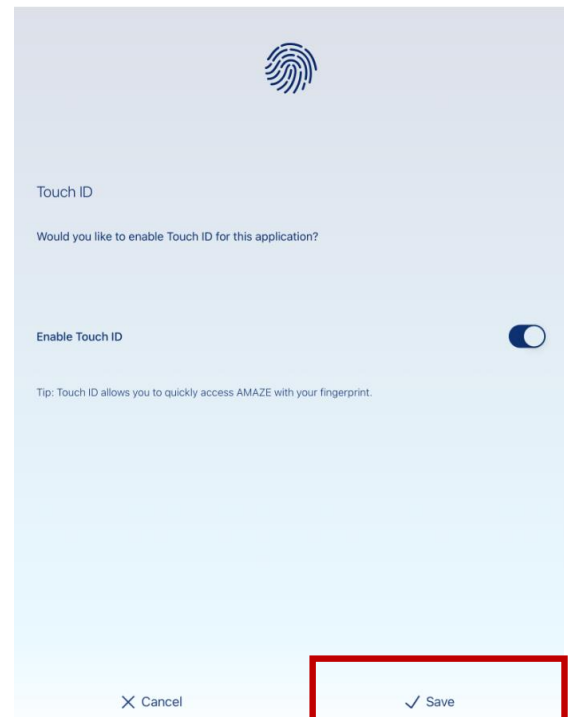
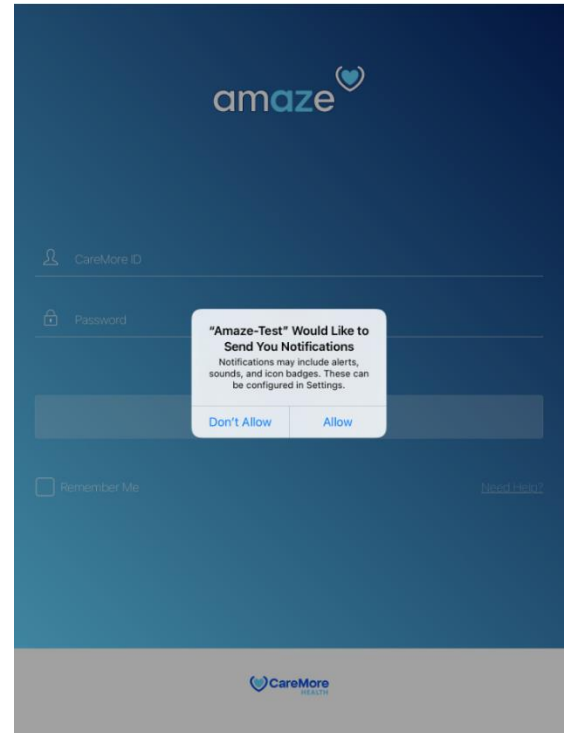
The AMAZE app is compatible with the iPhone 6s or newer ones.

1. To install the app, visit the Apple store and search for the **CareMore amaze** app.
2. After installing, launch AMAZE.
3. When opening the App, a popup message comes to confirm the user to accept any notifications from the APP. Notifications may include alerts, sounds and icon badges. User can opt for 'Allow' or 'Don't Allow'.
4. After allowing the APP updates, enter your CareMore ID and password in the login page.

Note: After six failed login attempts, your CareMore account will be locked out. Contact IT support to unlock your account.

5. Tap **Sign In**.
6. Tap **Next** on the **Welcome to AMAZE** screen.
7. Enable or disable Touch ID when prompted. This feature can be changed in **Profile**.

Note: If your iPhone locks due to inactivity, use Touch ID to log back in or enter your password to resume your session. For security reasons, AMAZE automatically logs users out after 30 minutes of inactivity.



Profile settings

User can tap on settings in the bottom navigational area to view or edit the dashboard setting.

1. The **settings** option-right most icon in the bottom navigational bar allows you to customize appointment reminders, Touch ID, provider Phone Number, and option to sign-out from the App.

2. Settings Screen

- **Touch ID**

Enable or disable Touch ID when prompted.

Note: If your phone locks due to inactivity, use Touch ID to log back in or enter your password to resume your session.

- **Reminders**

Amaze @ Home now allows you to set the reminder by selecting a reminder option of your own choice.

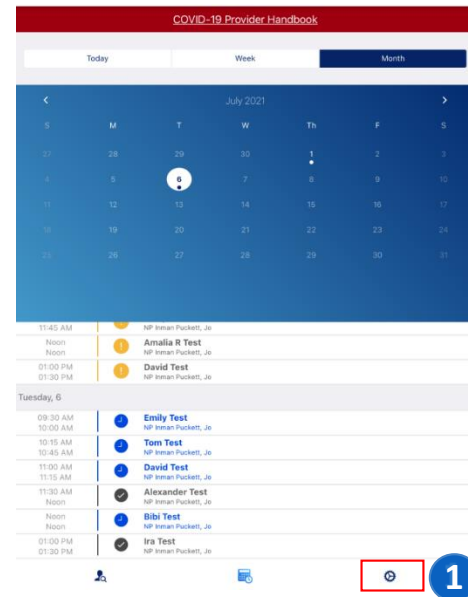
You will get notification either 30 minutes before or one hour before or no reminder.

- **Phone Number**

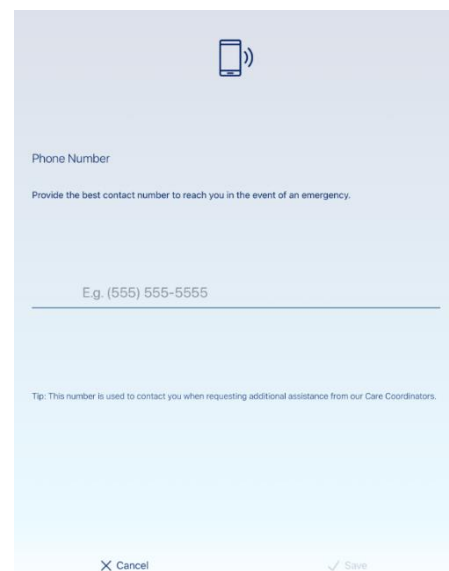
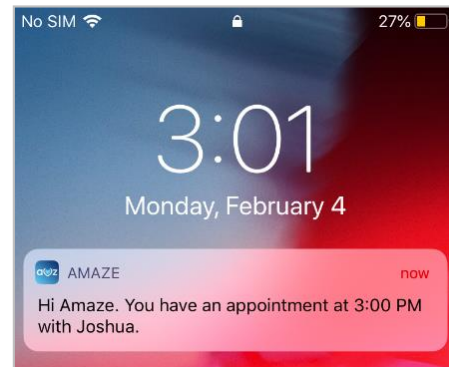
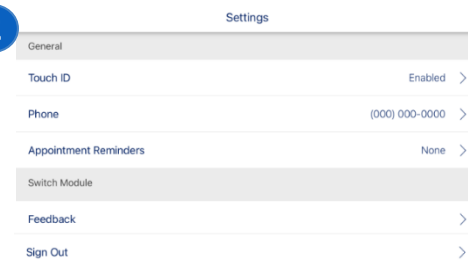
You can add your contact number to the profile. Once you entered the complete number you will be able to **Save**.

- **Sign Out**

This section helps you log out of the AMAZE app.



2



PART 2: NAVIGATING AMAZE

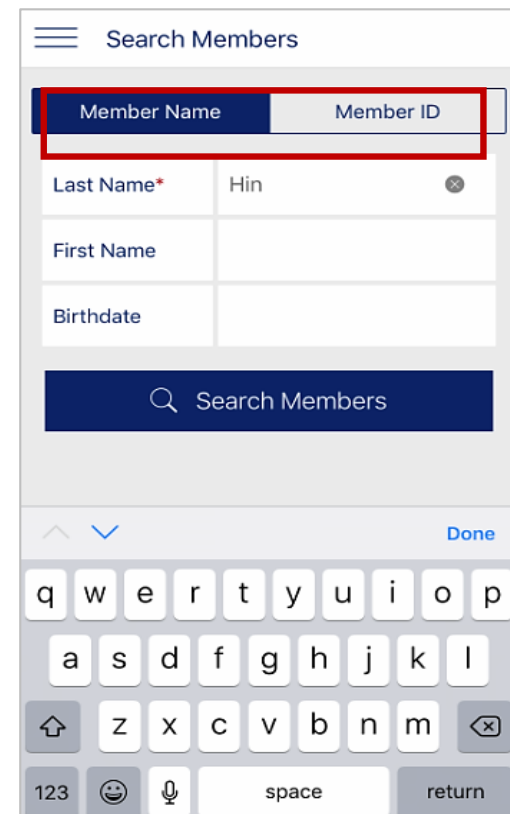
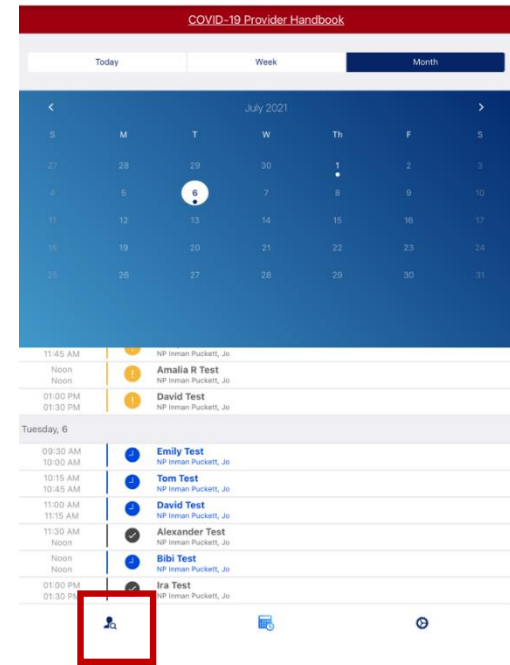
[Perform Member Search](#)

If there is a need to edit random member details or flag status of the member, you can search for the member using his/her name or ID.

To search for a member, in the home page, tap **Search Members**.

Search Members screen appears. Type the last name (or part of **last name**) of the member in the **Last Name** text box. To narrow down your search, you can also type first name and birth date of the member. When searching the member with birth date, the DOB will be defaulted to 65 years in respect to the current date. Tap **Search Members**.

The list of members who are matching the entered criterion appears.



PART 3: APPOINTMENT NAVIGATION

Appointments

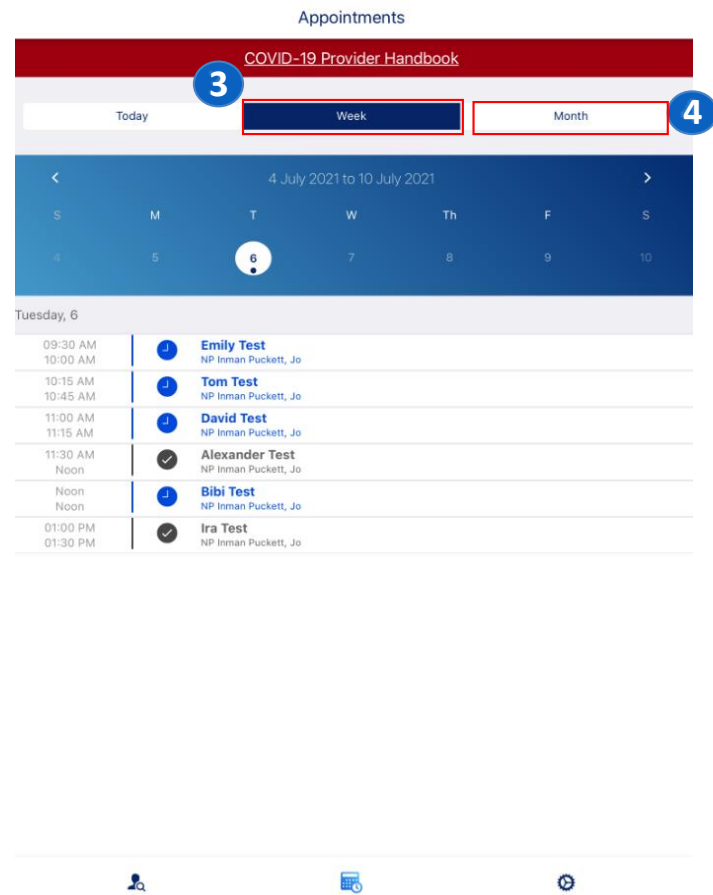
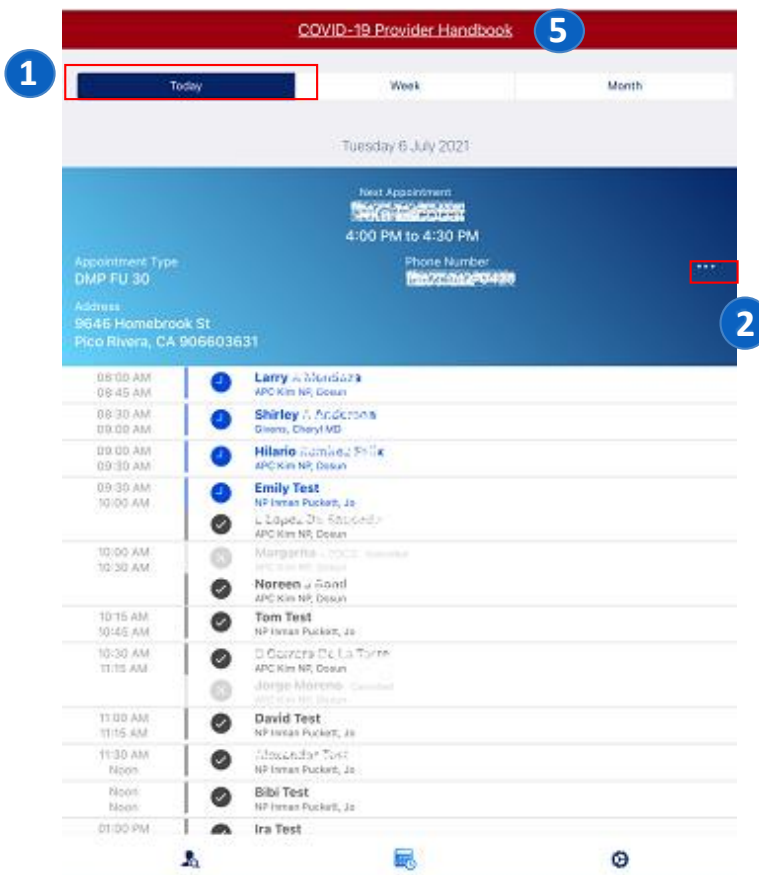
After a successful login, your screen will show your successive appointments under three categories. You will see today's upcoming member appointment details highlighted in the screen top section. To view the members listed under the respective category, tap the relevant tab.

- 1. Today** - Displays members who have an appointment on the same day.
- When you tap on the 3 dots in the blue section or directly tap the member from the list, lead you to the member appointment screen directly.
If all the appointments are already past, you will not see the member detailed blue section at the top.
- 3. Week** - Displays members who have an appointment in the current week.
- 4. Month** - Displays members who have an appointment in the current month.
- Covid-19 Provider Handbook is also available.

Appointment status:

The status of appointment is indicated by different colors as mentioned below:

- Confirmed (Dark grey with white tick mark)
- In Progress (Blue)
- Incomplete (Yellow)
- Cancelled or Rescheduled (Light grey with strike through)



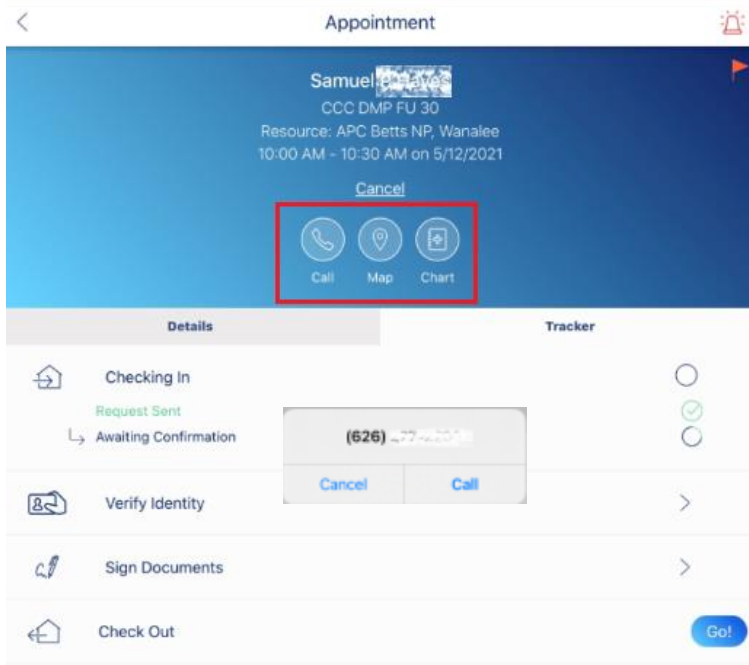
Member Details

Provider

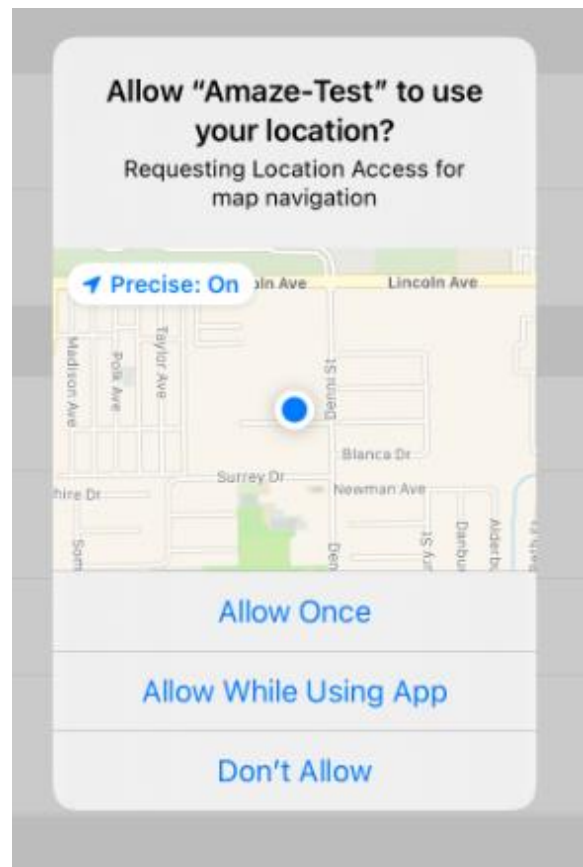
Member appointment screen displays with appointment details and 3 icons for ,

1. **Call** - Patient phone number will pop up on tapping Call button. Provider can tap on the 'Call' button to directly call the member.
2. **Map** - Patient Home address will open up in Google Map. User can allow the location access request if needed and proceed with the navigation.
3. **Member Chart** – Patient Member Chart will open up and user can access the member background and other member details.

1



2



3



Part 4 : Tracker with Check-in checkout

Tracker

When you tap on Tracker tab at the top of the Appointment Card view. You will only have this option if the appointment is scheduled with the current date and the appointment has checked in and check out the status on them. Appointments with past or future date will not have Start Appointment option.

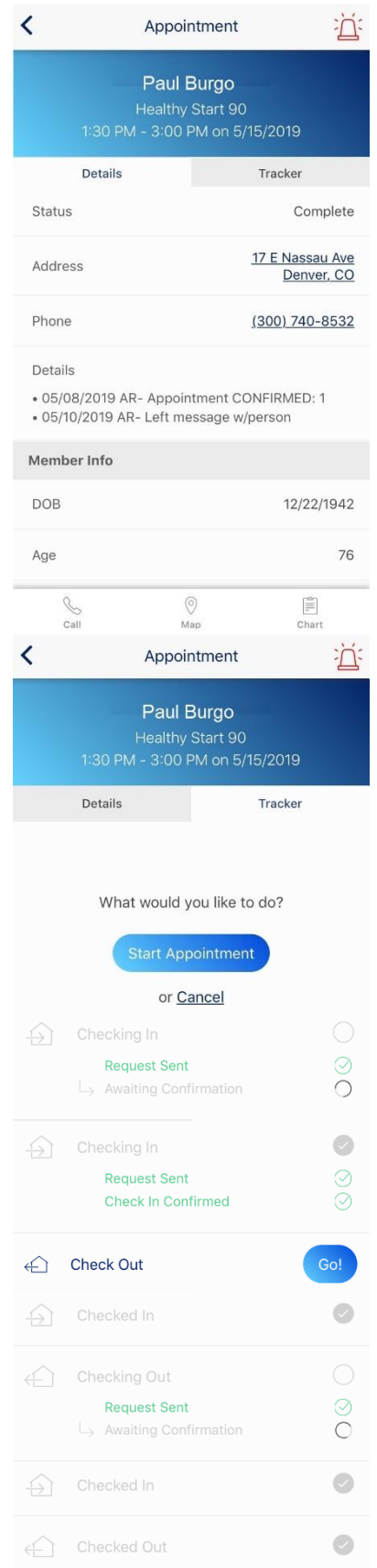
Check-In

Once you tap on Start Appointment, the check-in request will be sent to the central team. After the confirmation from the medical coordinator, you will get a confirmation notification in the appointment tracker view.

Check-Out

After checking in the patient, you will be able to tap on check out, and the app will send a request to the medical coordinator for check out confirmation. There is also a manual check out option by tapping the "Go!" button. You will also get an option to "Add a note" which is optional.

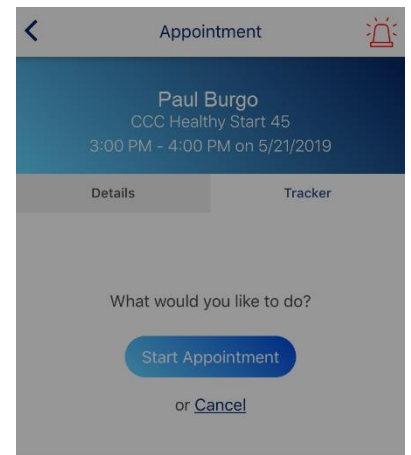
Note: You will see "Awaiting check in confirmation" and "checkout confirmation" if the check in or checkout confirmation is not complete by the medical coordinator.



Cancel and Reschedule

If you want to cancel the appointment tap "Cancel" on the appointment tracker view and it will give you the option to select "No Show" or "Cancel."

1. A confirmation modal will open if you select any of these options.
2. Once you tap "Yes" a new page will open for rescheduling appointment. You can Reschedule an appointment for the next available date by tapping the checkbox.
3. You can leave a note for the central team with your preferred date and time.

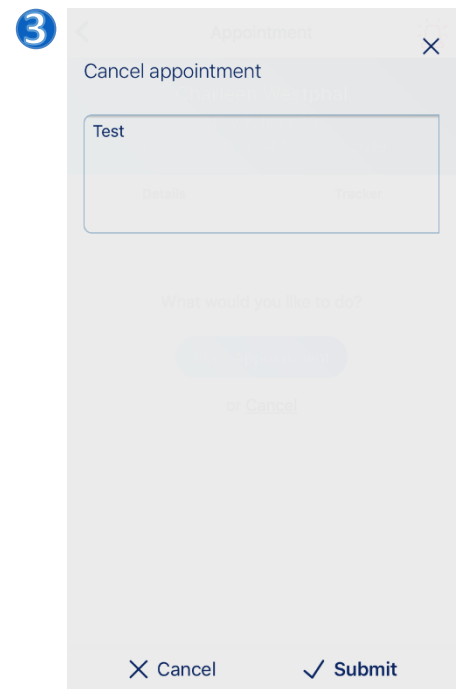
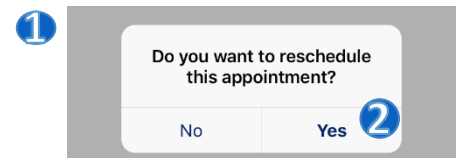


Reason for cancellation?

No show

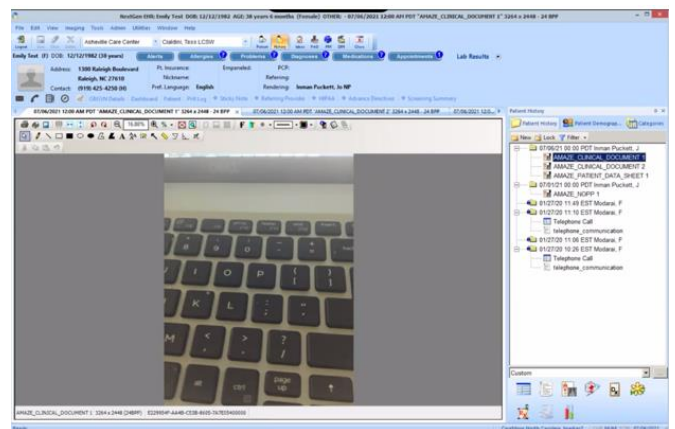
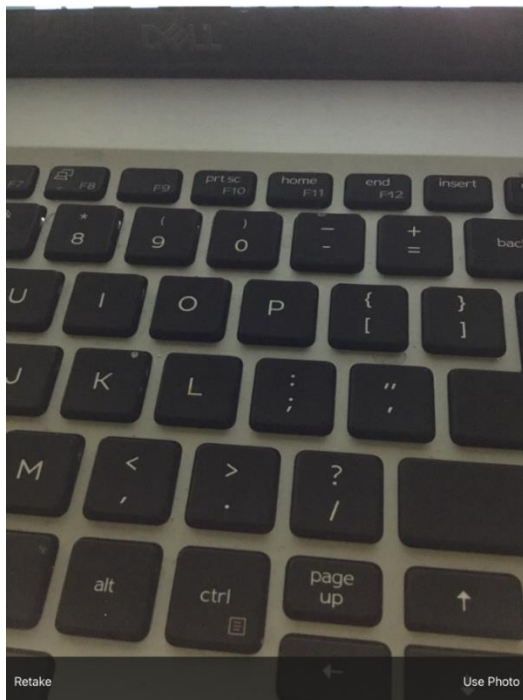
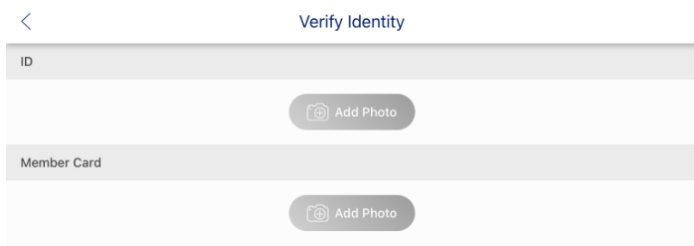
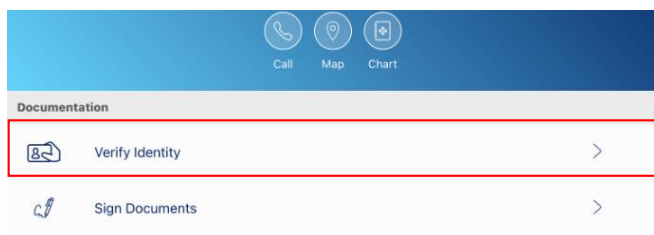
Cancel

Back



Verify Identity

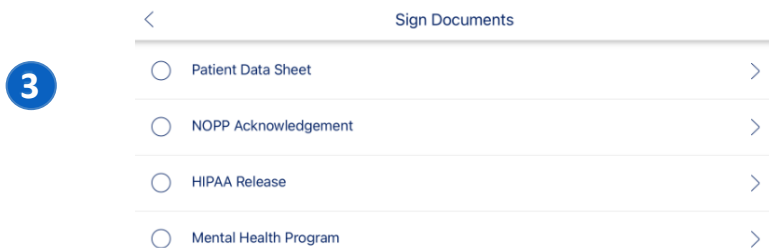
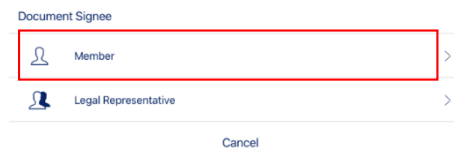
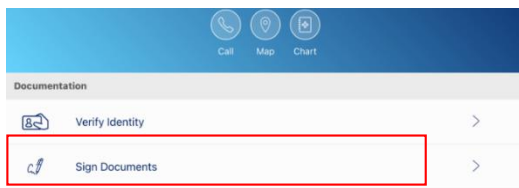
1. Amaze users can take pictures of the ID or Member card using Verify Identity feature.
2. User can tap on 'Add photo' to capture the ID/Member card photos.
3. User can use the device Camera to capture the member ID Card or Member card. 'Use photo' or Retake' is available to capture the image. Multiple images can be uploaded for the same member.
4. The photo image uploaded into the app will never get stored in the device but will directly be uploaded into the NexGen server. The images will save with a name as 'AMAZE_CLINICAL_DOCUMENT'



Part 5 - FILLING OUT FORMS

Sign Documents

1. Members have to sign a few documents at the time of visit of the Provider.
2. Tapping on Sign Document, will open up a new window to choose the document Signee- Member or a Legal Representative.
Note: NC market user can choose 'Member' as the default Signee.
3. Below documents will get opened for the patient to be signed:
 - Patient Data Sheet
 - NOPP Acknowledgement
 - HIPAA Release
 - Mental Health Program



Completing Patient Data Sheet

As part of privacy policy, it is necessary to obtain a member's authorization before using or disclosing the health information of the member. To get the approval from the member or the legal representative of the member, tap Sign Documents.

To start with, in the Sign Documents screen, tap Patient Data Sheet.

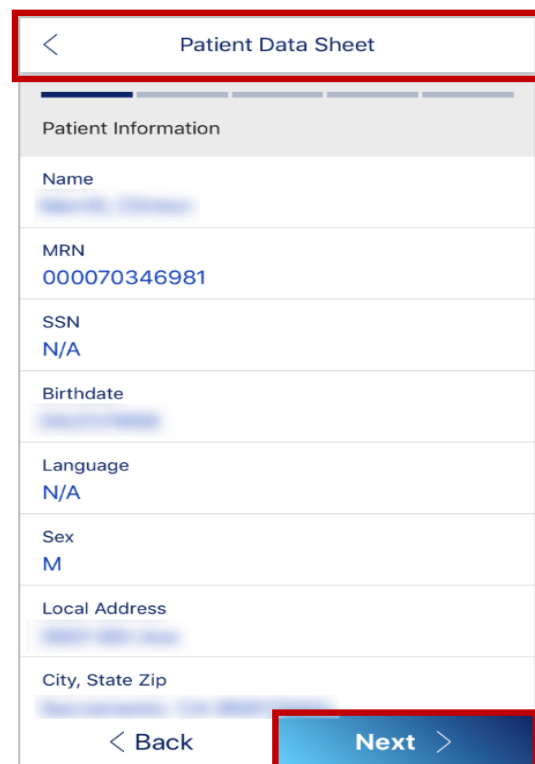
Member Information

There are five sub-sections in the Patient Data Sheet screen. The first screen contains the following information:

- Member Details (Name, MRN, SSN, Birthdate, Language, and Sex)
- Contact Details (Local Address, Secondary/Billing Address (if Applicable), City, State Zip, and Home Phone)
- PCP Details (Primary Care Physician Details and Referring Physician)
- Contact Details (Contact Name and Contact Home Phone)
- Employer Details (Primary Employer, Secondary Employer, Address, City, State Zip, and Work Phone)

After verifying the details given, tap Next.

Note: Provider cannot edit any details in this sheet.



The screenshot shows the 'Patient Data Sheet' screen with a red border. At the top, there is a back arrow and the title 'Patient Data Sheet'. Below the title is a progress indicator with four segments, the first of which is filled. The main content area is titled 'Patient Information' and contains the following fields:

Name	[Redacted]
MRN	000070346981
SSN	N/A
Birthdate	[Redacted]
Language	N/A
Sex	M
Local Address	[Redacted]
City, State Zip	[Redacted]

At the bottom of the screen, there are two buttons: a blue 'Back' button with a left arrow and a blue 'Next' button with a right arrow. Both buttons are highlighted with a red border.

Responsible Party Information

The next screen, **Responsible Party Information**, appears.

This screen bears the following information of the person responsible for the member:

- Information of the person (**Name, MRN, SSN, Birthdate, Language, and Sex**)
- Contact Details (**Local Address, Secondary/Billing Address (if Applicable), City, State Zip, and Home Phone**)
- **Relationship to Patient**

After providing/verifying the above details, tap **Next**.

The screenshot shows a mobile application interface titled "Patient Data Sheet". The screen displays the "Responsible Party Information" section with the following fields and values:

Name	N/A
SSN	N/A
Birthdate	19540402
Language	English
Sex	M
Local Address	3447 G... Rd
City, State Zip	El Monte, CA 917322917
Home Phone	326...00077
Secondary/Billing Address (if Applicable)	3447 G... Rd
City, State Zip	El Monte, CA 917322917
Home Phone	N/A
Relationship to Patient	Self

At the bottom of the screen, there are two buttons: a blue "< Back" button on the left and a blue "Next >" button on the right, which is highlighted with a red border.

Primary Insurance

Primary Insurance screen appears.

The screen contains the information about the primary insurance company:

- Details of the insurance company (**Name of Insurance Company, Address of Insurance Company, City, and State Zip**)
- Policy Details (**Policy#, Group#, Copay Amt, Deductible Amt, Effective Date, and Expiration Date**)
- **Name of Insured**
- **Relationship to Patient**

After Verifying all the details, tap **Next**.

The screenshot shows a mobile application interface titled "Patient Data Sheet". The screen displays the "Primary Insurance" section with the following fields and values:

Name of Insurance Company	Anthem CareMore
Name of Insured	Self
Policy#	602...000000
Group#	CAL...ORW00
Copay Amt	\$0
Deductible Amt	\$0
Address of Insurance Company	12900 Park Plaza Dr 150
City, State Zip	Cerritos, CA 907039329
Relationship to Patient	N/A
Effective Date	7/1/2021
Expiration Date	12/31/2199

At the bottom of the screen, there are two buttons: a blue "< Back" button on the left and a blue "Next >" button on the right, which is highlighted with a red border.

Secondary Insurance

The next screen contains the information about the secondary insurance company:

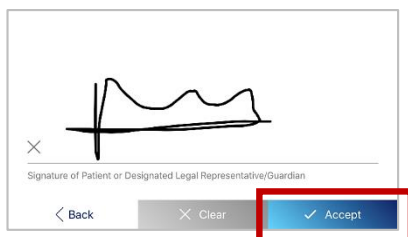
- Details of the insurance company (**Name of Insurance Company, Address of Insurance Company, and City, State Zip**)
- Policy Details (**Policy#, Group#, Copay Amt, Deductible Amt, Effective Date, and Expiration Date**)
- **Name of Insured**
- **Relationship to Patient**

After completing the secondary insurance company details, tap **Next**.

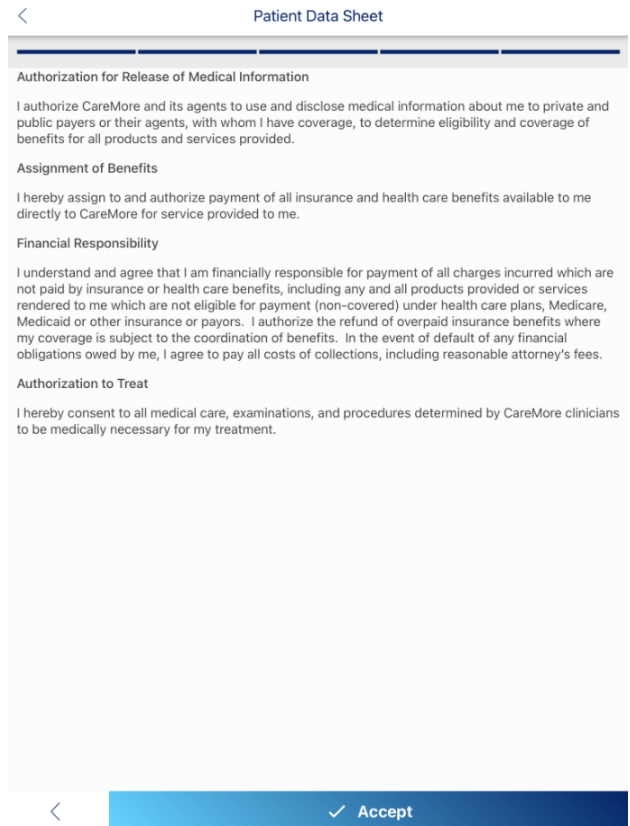
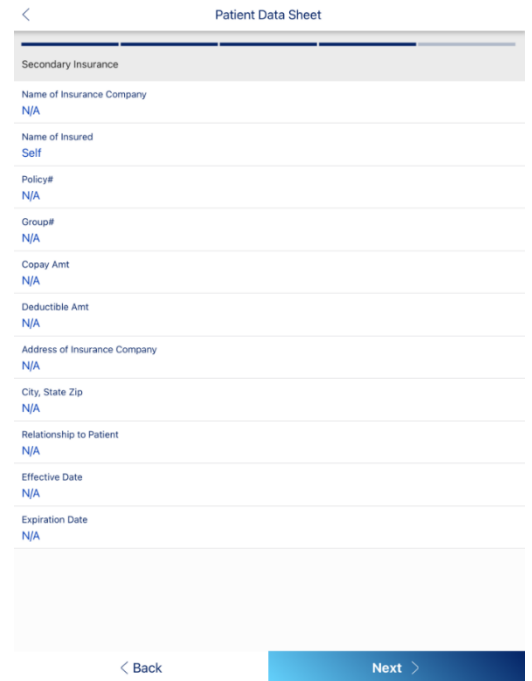
Authorization

Next screen displays the authorization note for disclosing medication information.

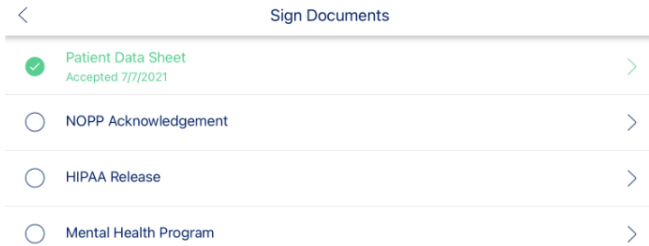
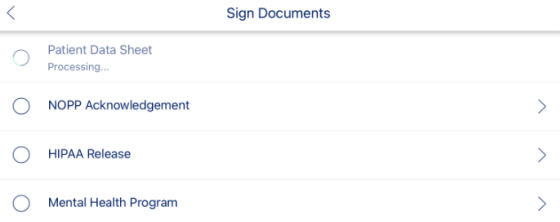
After going through the note given for authorization, make the member sign in the space given and tap **Accept**.



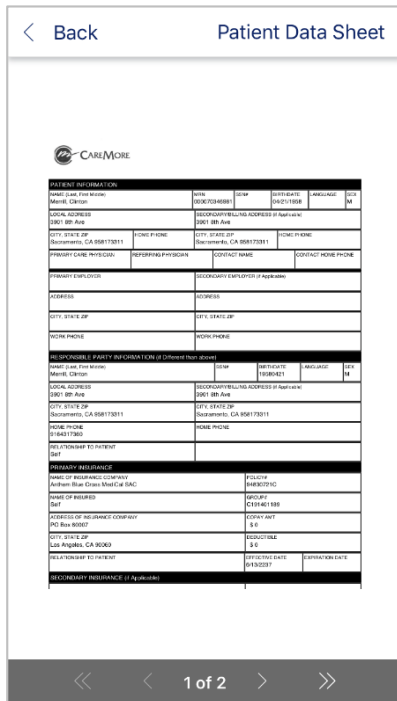
Note: If there is any change to be made in the signature, tap **Clear** and get it signed afresh.



The data entered get uploaded. Once the data is processed completely, the **Patient Date Sheet** section turns green.

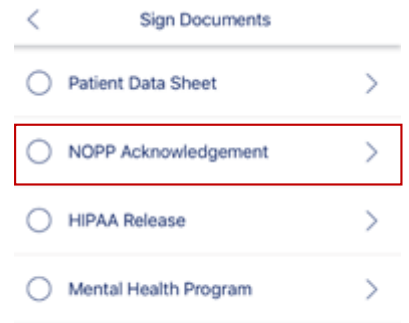


To review the details entered, tap **Patient Data Sheet**. The data entered get displayed as a pdf file. This PDF will also get stored in NG as well.

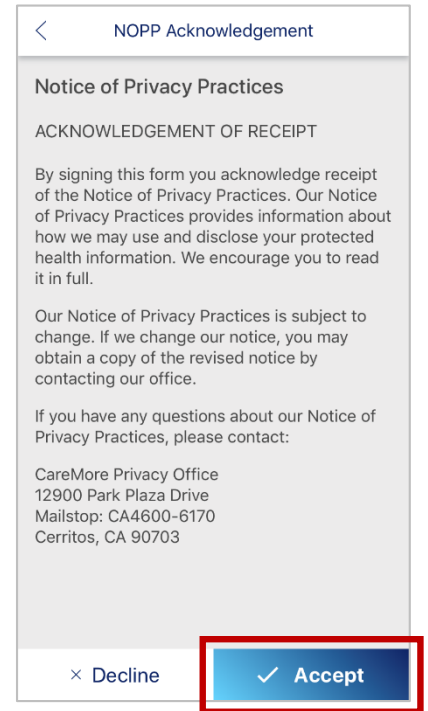


Completing NOPP Release

The NOPP form is used to obtain acknowledgement from the member for the Notice of Privacy Practices. To go to the form, in the **Sign Documents** screen, tap **NOPP Acknowledgement**.

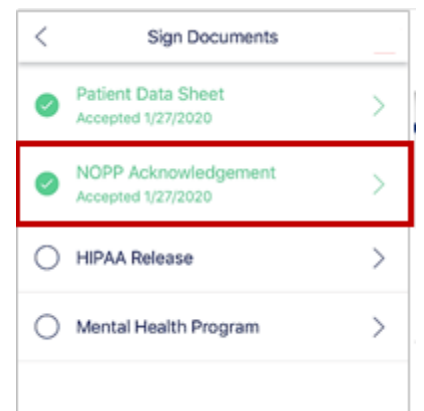


Make the member go through the notification and tap **Accept**.



The signature page will appear. Get the signature from the member and tap **Accept**.

Once the NOPP acknowledgement is received, the respective part turns green. To review the details again, tap the green section. The form will be loaded as a PDF file.



If the member declines to sign the NOPP acknowledgement, make the member tap **Decline**.

Inability to Obtain Acknowledgement screen appears. If the member refused to sign the form, tap **Patient Refused Signature** and tap **Next**.

If there is any other reason, tap **Other** and mention the reason.

If the member denies signing the form, the respective section will appear in red in the **Sign Documents** screen.

Completing HIPAA Form

HIPAA form has seven sections:

1. In the first section of the form, enter the following member information:
 - Name (**First Name, Last Name, and Middle Initial**)
 - **Date of Birth**
 - Contact Details (**Street Address, City, State, Zip Code, and Telephone Number**)

Member Information

2. The second section of the HIPAA form lists companies or persons who have the right to receive or share member information.

The user has to fill out the data about the company or person with whom the member information can be disclosed:

- **Name** (Name of the Company/Person)
- Contact details (**Phone, Street Address, City, State, Zip code**)

To provide some more information, tap **Additional**. The section will be expanded to provide contact details of one more company/person.

This screenshot shows the 'Part A: Patient information' section of the HIPAA Release form. The section title is highlighted with a red box. Below the title, there are input fields for First Name, Last Name, Middle Initial (N/A), Date of Birth (04/21/1958), Street Address (3901 8th Ave), City (Sacramento), State (CA), and Zip Code (958172211). At the bottom, there are 'Back' and 'Next' navigation buttons.

This screenshot shows the 'Part B: Person or company who will receive this information' section of the HIPAA Release form. The section title is highlighted with a red box. Below the title, there is a dropdown menu for 'The information may be disclosed to:' with 'Primary' selected. Below this are input fields for Name (CareMore Health), Phone (N/A), Street Address (12900 Park Plaza Dr.), City (Cerritos), State (CA), and Zip code (90703). At the bottom, there are 'Back' and 'Next' navigation buttons.

This screenshot shows the 'Part B: Person or company who will receive this information' section of the HIPAA Release form, expanded. The section title is highlighted with a red box. Below the title, there is a dropdown menu for 'The information may be disclosed to:' with 'Primary' selected. Below this are input fields for Zip code (90703) and an 'Additional' dropdown menu. Below the 'Additional' dropdown is an input field for Name.

3. Next part of the HIPAA Release form is about deciding the information that can be released.

Select **All my information**.

Another screen appears with three options:

- **All sensitive information**
- **Limited sensitive information**
- **No sensitive information**

To release all information, select **All sensitive information**.

HIPAA Release

Part C: Information that can be released

I allow the following information to be used or released by or to CareMore on my behalf:

All my information ⓘ

Limited information

HIPAA Release

Part C: Information that can be released

I also approve the release of the following types of sensitive information by CareMore:

All sensitive information

Limited sensitive information

No sensitive information

HIPAA Release

Part C: Information that can be released

I also approve the release of the following types of sensitive information by CareMore:

All sensitive information

Limited sensitive information

No sensitive information

< Back **Next >**

HIPAA Release

Part C: Information that can be released

Specify time period of records related to substance use disorder to be disclosed

Test

Description of records related to substance use disorder to be disclosed

Good

< Back **Next >**

HIPAA Release

Part C: Information that can be released

Unless I specify otherwise on this form, I intend this disclosure to include all substance use disorder records maintained by CareMore about me. I understand that my substance use disorder records are protected under Federal and State confidentiality laws and regulations and cannot be disclosed without my written consent unless otherwise provided for in the laws and regulations. I also understand that I may revoke (or cancel) this approval at any time, or as described in Part E. I understand that I cannot cancel this approval when this form has already been used to disclose information.

< Back **Next >**

In the next part, the user has to mention the period of records and description of records that can be disclosed.

- After completing the details, tap **Next**.
- An authorization note appears. After going through the note, tap **Next** to proceed.

To release selective information, select **Limited sensitive information**.

The list of sensitive information appears. The user can select any of the following information that can be released:

- **Abortion**
- **Abuse**
- **Substance use disorder**
- **Genetic testing**
- **HIV or AIDS**
- **Maternity**
- **Mental Health**

After selecting the information, tap **Next**.

Select the period and description of records that can be disclosed and tap **Next**.

4. The next part of the form is to mention the purpose of approval. Select any of the options and tap **Next**.

HIPAA Release

Part C: Information that can be released

I also approve the release of the following types of sensitive information by CareMore:

- All sensitive information
- Limited sensitive information
- No sensitive information

HIPAA Release

Part C: Information that can be released

Select the limited sensitive information to be released:

- Abortion
- Abuse (i)
- Substance use disorder
- Genetic testing
- HIV or AIDS
- Maternity
- Mental health

< Back **Next >**

HIPAA Release

Part D: Purpose of this approval (Select only one)

- To give out the information as shown on this form
- For this reason(s):

< Back **Next >**

5. The next part indicates the period until when the disclosure is valid. Select the expiration date (either one year from the date of signature or earlier).

After selecting the period, tap **Next**.

← HIPAA Release

Part E: Date your approval expires (Select only one)

If this document was not already withdrawn, this approval will end on the earliest of the following dates:

One year from the signature date

Earlier than one year and upon the date, event or condition described below:

← Back **Next** >

6. Next part is **For receipt of substance use disorder information**. Make the member read the information and tap **Next**.

← HIPAA Release

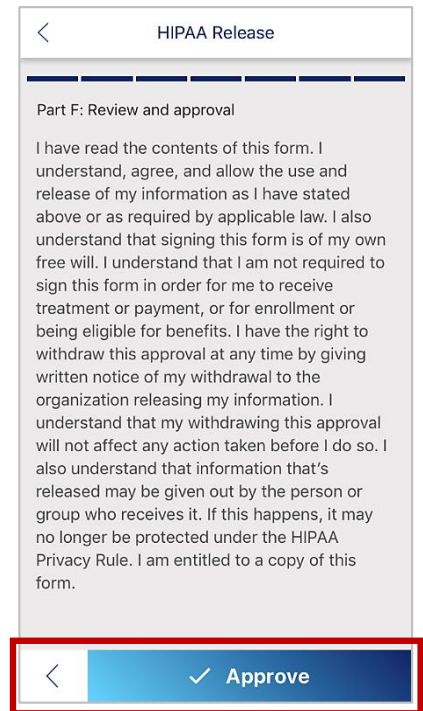
For recipient of substance use disorder information

This information has been disclosed to you from records protected by Federal Confidentiality of Alcohol or Drug Abuse Patient Records rules (42 CFR Part 2). The Federal rules prohibit you from making any further disclosure of this information unless further disclosure is expressly permitted by the written consent of the person to whom it pertains or as otherwise permitted by 42 CFR Part 2. A general authorization for the release of medical or other information is NOT sufficient for this purpose. The Federal rules restrict any use of the information to criminally investigate or prosecute any patient with a diagnosis of substance use disorder.

← Back **Next** >

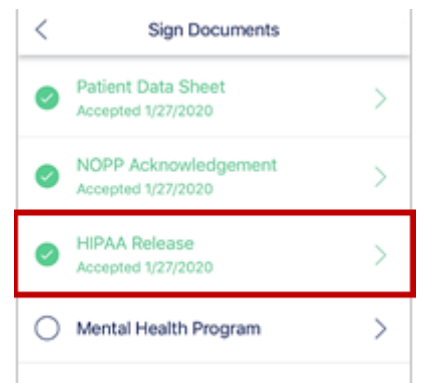
7. Next part is to review the terms and provide a final approval to disclose the information.

To provide the final approval, make the member tap **Approve** and get signature from the member or legal representative as seen in the previous section and tap **Next**.



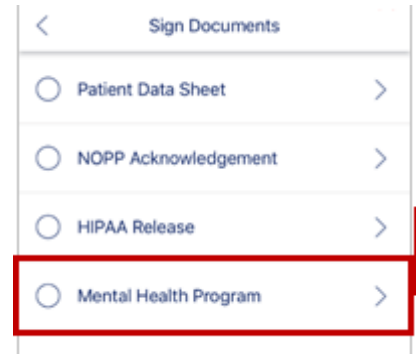
Once the release is accepted, the HIPAA release section turns green.

To review the information once again, tap **HIPAA Release**. The form will get loaded as a PDF file.

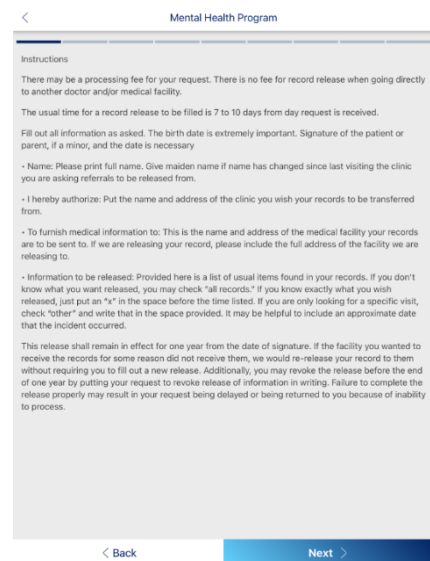


Completing Mental Health Form

This form is used to obtain acknowledgement from the member to disclose treatment details related to mental health (such as psychological history) of the member. To go to the form, in the **Sign Documents** screen, tap **Mental Health Program**.



First screen contains the instructions. Make the member go through the instructions and tap **Next**.



2. In the next screen, make the member mention the period up to which the information can be released.
 - To release the information for one year, select **One year from the date of release**. To select a different period, select **To remain in effect till (date)** and mention the date.
 - Tap **Next**.

In the next session, the member enters the name of the organization or company who can use the information.

Make the member fill out the following information.

- Name (**Name of the Organization/Clinician**)
- Contact details (**Street Address, City/State/Zip code, Daytime Telephone, Fax**)
- To provide one more member/organization information, make the member tap **Additional** and type the information.
- Tap **Next**.

In this screen, the member has to fill out the following details of the person/organization from whom the information can be received.

- **Name (Name of the Organization / Clinician)**
- Contact details of the organization / clinician (**Street Address, City/State/Zip code, Daytime Telephone, Fax**)

Tap **Next**.

The screenshot shows a mobile application screen titled "Mental Health Program". At the top, there is a back arrow and the title. Below the title is a progress indicator. The main content area contains the following fields: "To furnish to or receive from:" with a dropdown menu set to "Primary"; "Name of Organization/Clinician" (highlighted with a red box); "Street Address"; "City/State/Zip Code"; "Daytime Telephone"; "Fax"; "Additional" with a dropdown arrow; and another "Name of Organization/Clinician" field. At the bottom, there are two buttons: "< Back" and "Next >" (highlighted with a red box).

5. In this section, make the member type the details of the agent or any other representative with whom the information can be shared. In the **For the following purpose** text box, type the reason for sharing the information.

Tap **Next**.

The screenshot shows a mobile application screen titled "Mental Health Program". At the top, there is a back arrow and the title. Below the title is a progress indicator. The main content area contains the following fields: a text box with the instruction "Or to its agent, designee or representative, any and all records including alcohol, drug abuse and psychiatric records, pertaining to medical history and service or treatment given to"; "Name" with a blue blurred input field; "DOB" with the value "04/21/1958"; and "For the following purpose" with a large empty text box. At the bottom, there are two buttons: "< Back" and "Next >" (highlighted with a red box).

6. In this page, make the member select the quantum of information (whether all or limited) that can be shared.
 - To share all information with the selected member/organization, select **All information**.
 - To restrict information sharing, select **Limited Information**.
 - Tap **Next**.

Mental Health Program

Such disclosure will be limited to the following specific types of information:

All information

Limited information

< Back Next >

If the member opted to share limited information, the next screen provides various types of member information. Make the member go through the list and select the information that can be shared.

Tap **Next**.

Mental Health Program

Select the limited information to be released:

Treatment Summary

Discharge Summary

Psychological history

Outpatient notes

Neuro psych testing

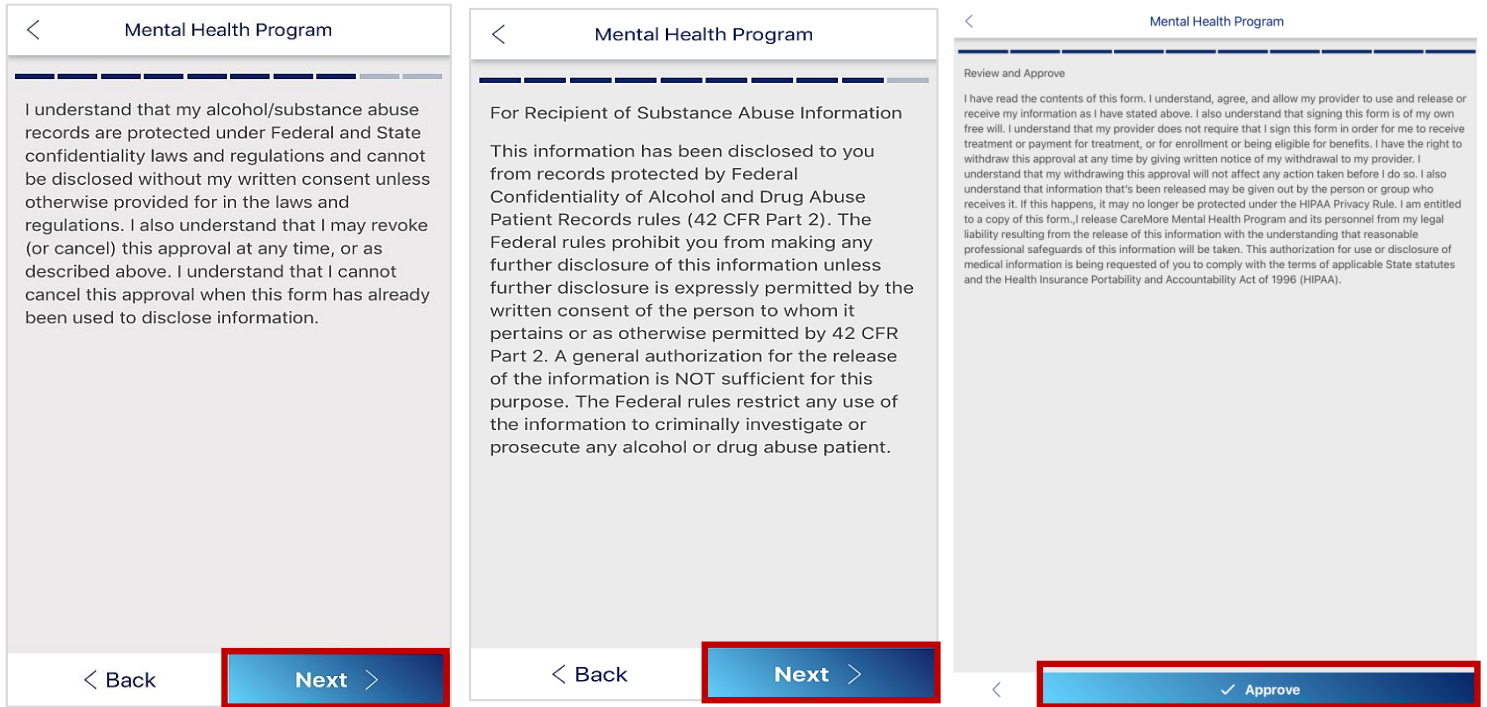
Psych testing

Recent lab data

IEP information

< Back Next >

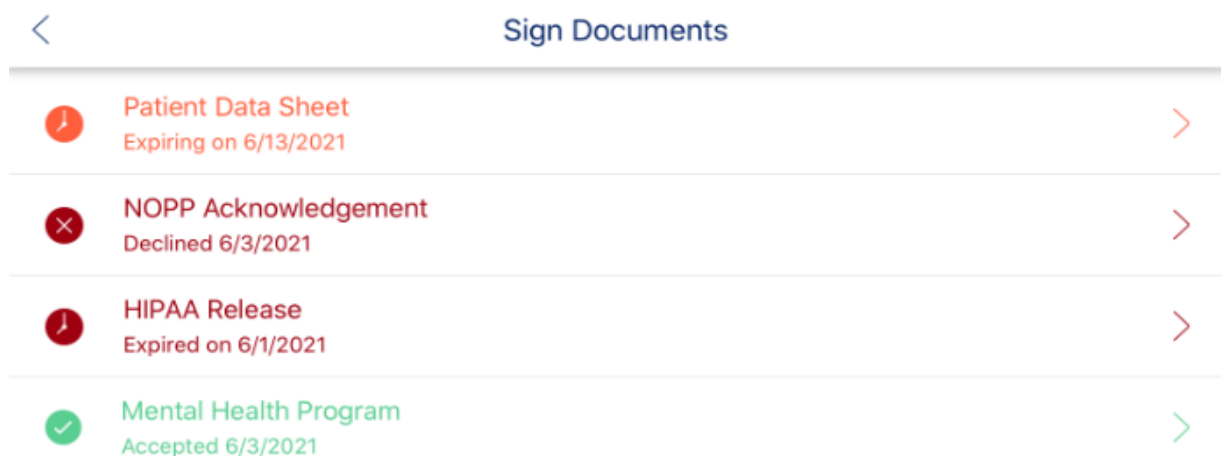
The next screens provide the instructions for the member that need to be read before approving the disclosure of information. Make the member go through the instructions and tap **Approve**.



Next comes the signature page. Get the signature from the member and tap **Next**. The respective part will turn green.

To review the form, tap the respective part. The form will get loaded as a PDF file.

All the forms will get expired in 1 year after its previous signature. The forms will show a message with Orange color one month before the expiration and a red color message after the expiration. See the below screenshot.



PART 6 : MEMBER CHART

View a Member Chart

Your next member appointment information is now at your fingertips in one location with the AMAZE app on your mobile device. To access complete details of the member appointment, tap ellipsis (...).

You can view the information on:

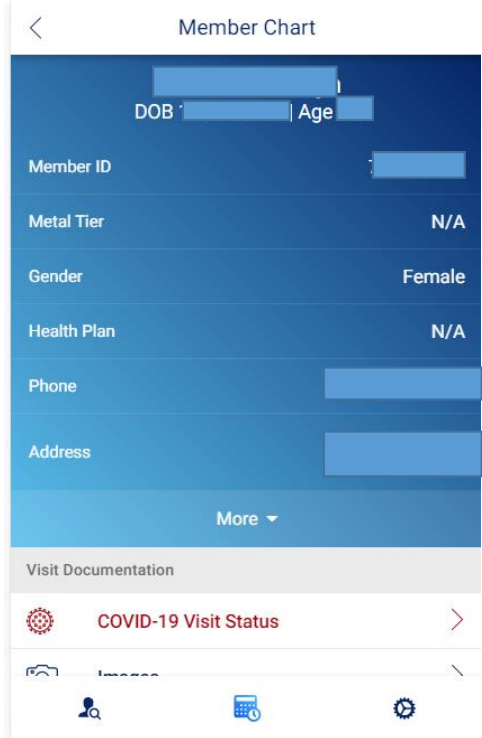
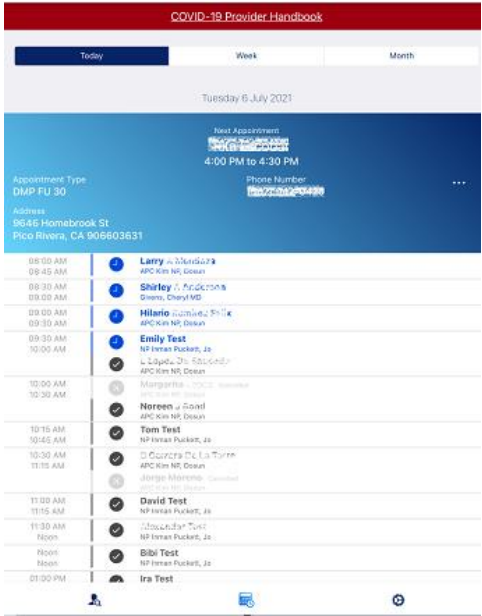
- Appointment time and type
- Address and phone number
- Visit Status

To proceed with an appointment, tap the member name. On tapping on the Chart icon from the Appointment View, Member charts get open with following details:

Within the member chart, the blue member header includes information including:

- Member ID
- Metal Tier
- Gender
- Health Plan
- Phone
- Address

To view additional information about the member, from the blue member header, tap **More**. This area expands to reveal additional data, such as member’s neighborhood, preferred language and power of attorney.



Member Visit Documentation

Covid-19 Visit status

The provider can fill and submit the Covid-19 referral form for the patient. It has 3 mandatory fields and other optional fields.

Mandatory Fields:

- Covid status Referral
- How Identified
- Patient Setting

Optional fields:

- Date of Symptom Onset
- Market Region
- Market Rep/Manager, Case mgmt.
- Home Situation
- Primary and Secondary DXs
- Comments, if any

Visit Status

The user should be able to click on the Edit Visit status and add a new or edit existing Visit status by selecting one of the following options:

- Red- High Risk
- Orange - Moderate Risk
- Yellow - Low Risk
- Green - Independent Low Risk
- No Risk

The Assigned visit status can be seen in the Member chart, Top bar. This Risk status will be available to all Users searching for the Member.

AMAZE creates Continuity of Care Document and send it to NextGen, including the following information every time a Risk is assigned to a member(new or update):

- Member name
- Risk assigned
- Assigned by Provider
- Assigned date

COVID-19 Referral

Fill out the referral for Lopez, Margaret.

COVID Status-Referral *
Select status

How Identified *
Select Identification

Patient Setting *
Select Setting

Date of Symptom Onset
Select Date

Market Region
Select Region

Market Rep/Manager, Case Mgmt
Select Representative

Home Situation
Select Situation

Primary Dx

Secondary Dx

Cancel Submit

Member Visit Status

Red - High Risk

Orange - Moderate Risk

Yellow - Low Risk

Green - Independent Low Risk

No Status/New Patient

Cancel Apply

Images:

Amaze user is now able to view new option called "Images" under the Member chart screen.

1. User can click on "Images" in the 'Visit Documentation' section.

2. It displays the following options:

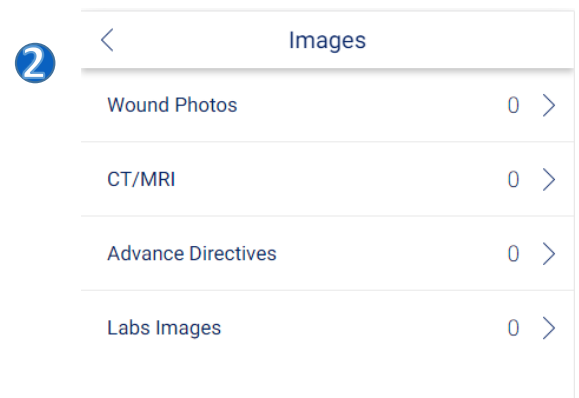
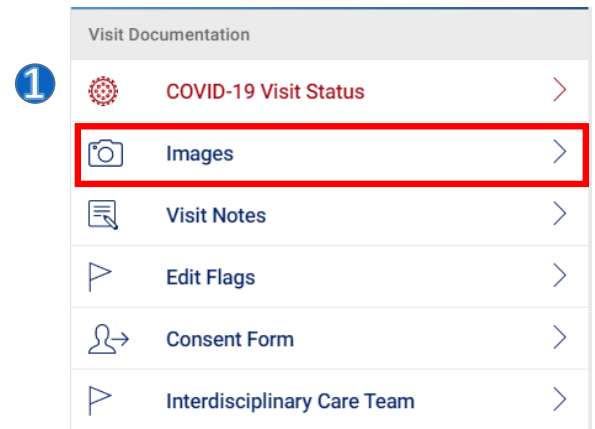
- Wounds
- CT/MRI
- Advanced Directives
- Labs Images

By default, user will see message, "There are currently no <category name> pictures for <member name>". User can Add picture by clicking on Add icon on the top right corner of the page.

3. On clicking the add picture icon, user will see two options:

- Camera
- Photo Gallery

User is able to click on Camera option and take pictures/images.

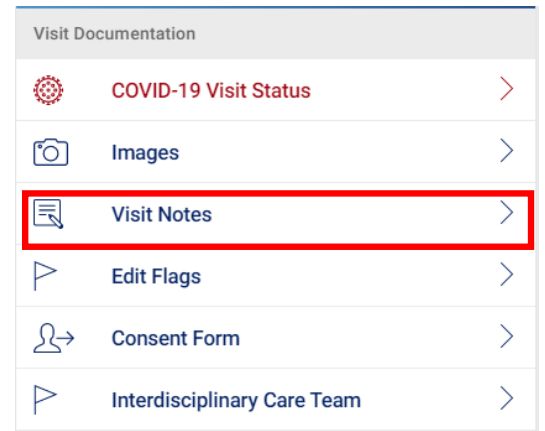


Visit Notes:

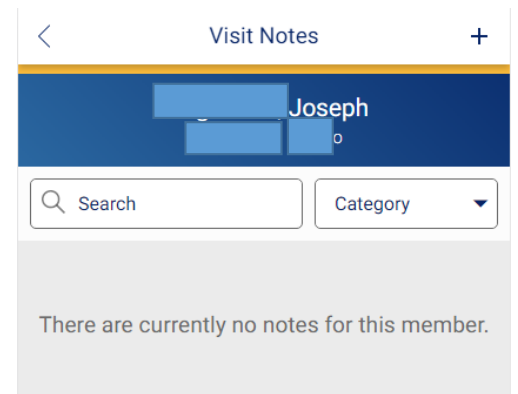
The AMAZE app allows you to easily submit and edit a visit note.

Provider /NP's can add Visit Notes for any member that they are visiting. Multiple providers can add their notes for the same member. The Visit Notes can be viewable by any provider but it cannot be edited by any other provider except the one who created it. Separate entry under the Visit notes with provider name and date stamp is now added.

1. Amaze user while adding Visit notes for a member is able to view Member Name , DOB and Year on the screen along with + sign at the top right corner.
2. On tapping the '+' sign, 'Add Visit Note' page opens. All the mandatory fields like 'Visit Date', 'Visit Note Category' and 'Visit Notes' are to be entered for enabling submit button.



1



2

The screenshot shows the "Add Visit Note" form. It has a title "Add Visit Note" and a subtitle "Add a visit note for B [redacted]". The form includes a "Select Visit Date" field with a red asterisk, showing date options: "01/20 THU", "01/21 FRI", "01/22 SAT", and "01/23 SUN". Below that is a "Select Visit Note Category" field with a red asterisk and a dropdown arrow. The "Visit Note" field has a red asterisk and a large text input area. At the bottom, there are "Cancel" and "Submit" buttons.

Visit Notes contd:

3. User is able to see 3 categories for selection while adding Visit notes like:

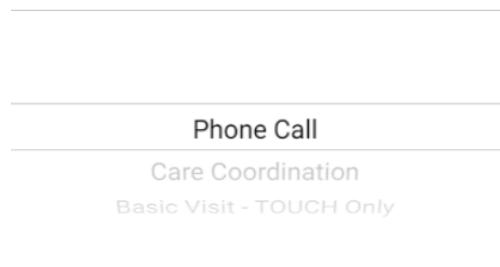
- 1) Phone Call
- 2) Basic Visit - TOUCH ONLY
- 3) Care Coordination

4. Note that is entered is displayed with data like:

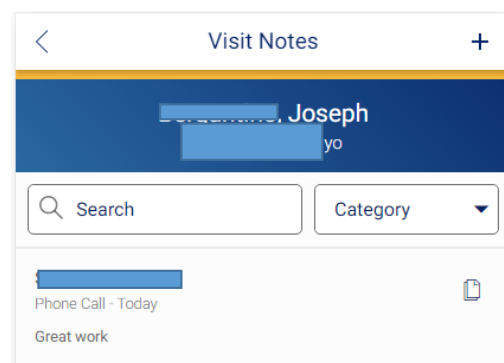
- Name of person who entered the note
- Note Category
- Date and Time of submission
- Actual Note

The saved Visit Notes will be send to FileNet and the same note is available in NextGen too. Document Category in NG will be shown as "Mobile Visit Notes" for all visit note submitted through Amaze. Visit Note feature is available to all the members irrespective of census , out of census , FAL , Unassigned members or Appointments or any modules.

3



4



EDIT FLAGS

Clinicians can draw attention to members by assigning them with critical or non-critical flags. Members with critical flags are bumped to the top of the census list. If a member has been flagged, tap the flag in the member card to view more information about the flag.

1. You may flag any member who is assigned to you. From the member chart, tap **Edit Flags**.
2. A list of all critical and non-critical flags is displayed on the screen.

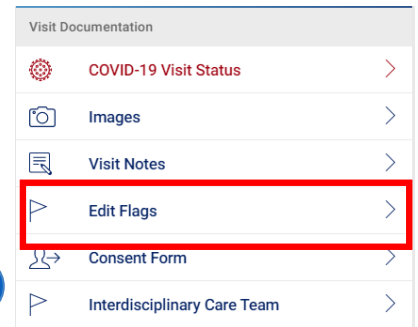
Critical Flags

- Critically Ill
- Test Result Follow Up
- Family Decisions

Non-Critical Flags

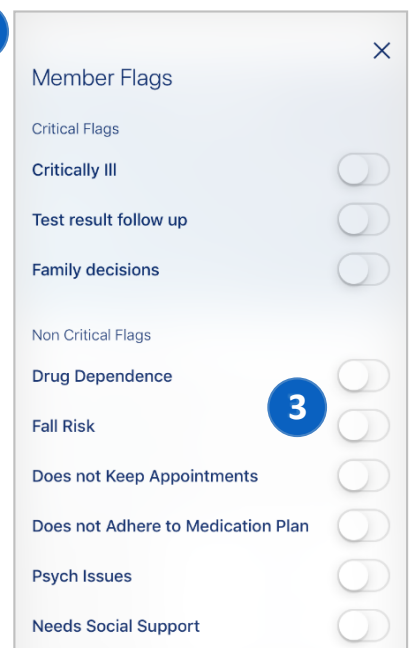
- Drug Dependence
- Fall Risk
- Does not Keep Appointments
- Does not Adhere to Medication Plan
- Psych Issues
- Needs Social Support
- Hospice Appropriate
- Has a Power of Attorney
- Lack of Physical Activity
- Duals Member
- Gold Member
- Silver Member
- Bronze Member
- Readmitted Within 30 Days
- Readmitted Within 60 Days
- DNR
- Length of Stay

3. To toggle **on** or **off** a flag, tap the respective button.
4. To confirm the selected flag(s), tap **Apply**. Upon confirmation, the member chart is displayed again with a red or green alert at the top of the screen to notify whether the member has been successfully flagged.
5. The flag color is updated in the member chart screen with a notification stating **Member Flags Edited**.



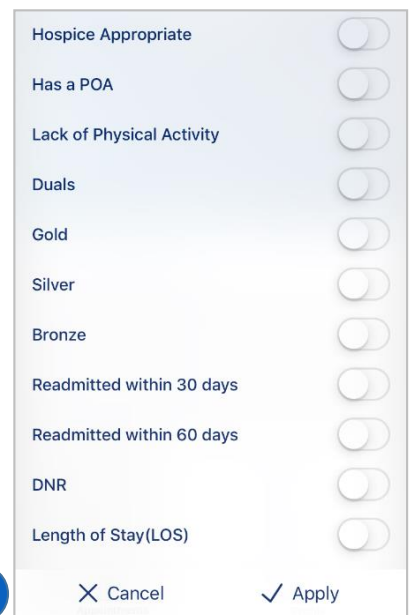
1

2

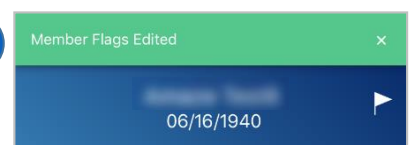


3

4



5



Consent Form:

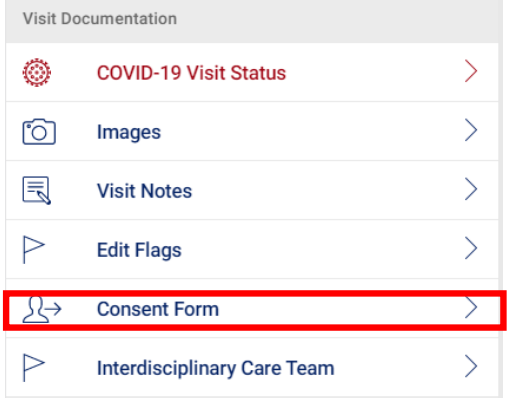
AMAZE users can give consent for treatment through consent forms. The patient himself can give consent for treatment. In case the patient is unstable, his/her relative or friends can give consent for treatment. Consent Form is applicable for a period of 1 year from the date of signing the form.

1. From 'Visit Documentation' tap on 'Consent Form'.

2. A page opens which asks if the consent is taken verbally.

3. The consent form opens where all the mandatory information is to be entered.

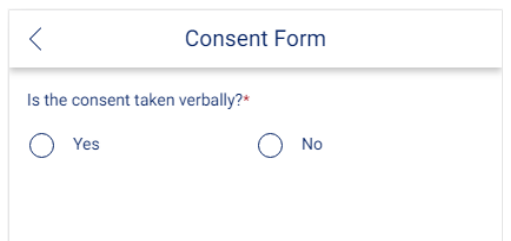
1



Visit Documentation

- COVID-19 Visit Status
- Images
- Visit Notes
- Edit Flags
- Consent Form**
- Interdisciplinary Care Team

2

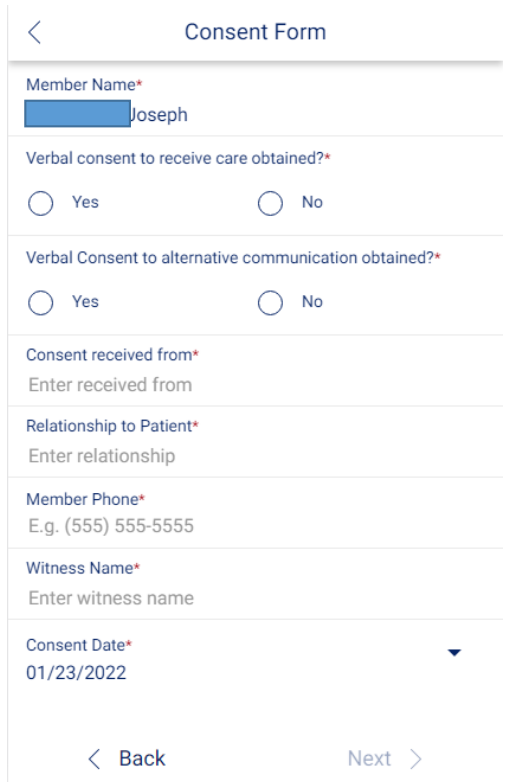


Consent Form

Is the consent taken verbally?*

Yes No

3



Consent Form

Member Name*
Joseph

Verbal consent to receive care obtained?*

Yes No

Verbal Consent to alternative communication obtained?*

Yes No

Consent received from*
Enter received from

Relationship to Patient*
Enter relationship

Member Phone*
E.g. (555) 555-5555

Witness Name*
Enter witness name

Consent Date*
01/23/2022

< Back Next >

Consent Form contd

4. Once all the mandatory fields are filled and 'next' button is tapped, a page which shows the services for the verbal consent opens. Once it is accepted, the witness is required to sign.

5. The witness is required to sign. Landscape mode will be enabled in the device for witness signature.

6. On submitting the form, the consent gets updated.

7. When the consent form is expired, it shows expired

4

Consent Form

[Patient Verbal Consent for Services](#)

I. Overview of Advanced Illness Care

Advanced illness care is a patient-centered, interdisciplinary approach to care that specializes in managing serious illness and the symptoms they cause as well as advanced care planning. Our goal is to assist you with any troubling symptoms of your illness, whether physical, emotional, social or spiritual and, thus, improve the quality of your life. Through ongoing communication with you, your personal support system, and your current medical providers, we will develop a plan to help achieve your goals of care. This process may include co-management of your disease and symptoms as well as recommendations for care to other providers. It is important that you make your needs and concerns known to the CareMore Health staff so we can best meet your expectations of care. If you have any questions regarding this information or the plan of care, we will be glad to provide more information.

II. Advanced Illness Case Coverage

CareMore Health participates in most commercial insurance programs as well as Medicare and Medicaid and will bill these entities directly for services

[Back](#) [Decline](#) [Accept](#)

5

Witness Signature

[Back](#) [Clear](#) [Submit](#)

6

Signed Forms

[Consent Form](#)
Accepted 1/22/2022

7

Signed Forms

[Consent Form](#)
Expired on 4/2/2020

Interdisciplinary Care Team:

Touch clinicians can use AMAZE to document Inter-disciplinary care team meeting notes and participants.

1. From 'Visit Documentation' section, tap 'Interdisciplinary Care Team'.

2. By tapping the '+' symbol, clinicians can add meeting notes.

3. In the meeting details, all the mandatory details are to be filled.

Under 'Location of ICT', options such as Facility and Acute care are available. Under 'Method of ICT', options such as In-person/ Tele-conference are available. Under 'Reason of conference', options such as Initial/Annual/Ad-Hoc are available. Under 'Communication needs', Interpreting services/ TTY/None are available.

Once all the mandatory fields are marked, the next option is enabled. On submitting, 'Meeting participants' page opens.

The image shows three sequential screenshots from the AMAZE app. The first screenshot, labeled with a blue circle '1', shows the 'Visit Documentation' menu with options: COVID-19 Visit Status, Images, Visit Notes, Edit Flags, Consent Form, and Interdisciplinary Care Team (highlighted with a red box). The second screenshot, labeled with a blue circle '2', shows the 'Meeting Notes' screen with a '+' button in the top right corner (highlighted with a red box) and a message: 'There are no Interdisciplinary Care Team Notes available.' The third screenshot, labeled with a blue circle '3', shows the 'Meeting Details' form with fields: Meeting date* (01/23/2022), Location of ICT* (Select Location), Method of ICT* (Select Method), Reason of conference* (Select Reason), Communication needs* (Select Needs), Member was invited to ICT?* (Yes/No radio buttons), Member's health care provider was invited to ICT?* (Yes/No radio buttons), and Care Plan updated post ICT?* (Yes/No radio buttons). At the bottom are 'Cancel' and 'Next >' buttons.

Interdisciplinary Care Team contd:

4. In the 'Meeting Participants', there are various mandatory options to fill in.

5. In the 'Meeting Participants' page, there is an option to 'Add participants'.

6. When all the mandatory fields are selected, 'Next' button is enabled and 'Meeting Notes' page opens. Clinicians can add 'Meeting Notes'. Email communication will be enabled for users who have enabled PCP communication.

On submitting the meeting notes, the message 'Interdisciplinary Care team notes successfully submitted' displays.

The screenshot shows a mobile application interface for 'Meeting Participants'. At the top, there is a title bar with a back arrow, the text 'Meeting Participants', and a red-bordered '+' icon. Below the title bar, a instruction reads: 'Select Yes/No for the Participant who has joined and enter name of the participant.' The form consists of several sections, each with a radio button for 'Yes' and 'No':

- Member***: Yes, No
- Member Designee***: Yes, No
- Case Manager***: Yes, No
- Behavioral Case Manager***: Yes, No
- Primary Care Provider***: Yes, No
- Long term support and services***: Yes, No
- Medical Director***: Yes, No
- Pharmacy***: Yes, No
- Disease Management***: Yes, No
- Facility Discharge Planner***: Yes, No
- Occupational/Speech/Psychic***: Yes, No

At the bottom of this section are 'Back' and 'Next' buttons. Below this is a modal window titled 'Add Participants' with a close 'X' button. It contains the instruction 'Enter Participant type and Name to add new participants.' and two input fields: 'Participant Type*' and 'Participant Name*'. Below the modal is another screen titled 'Meeting Notes'. It features a large text input field for 'Meeting Notes*' and a toggle switch for 'Email Communication'. The toggle is currently turned on, with the text 'Send PCP Communication (Notes will be sent to Wadhwa MD, Vandhana*)' next to it.

Annotations 4, 5, and 6 are placed on the left side of the screenshot, pointing to the 'Meeting Participants' form, the 'Add Participants' modal, and the 'Meeting Notes' screen respectively.

Member Background

Last IP Admission:

This section provides the last Inpatient Admission details including Date, diagnosis Codes, Attending Providers, Discharge Date and Summary Notes.

Appointments:

This section provides a view into the member appointments as available in Nextgen. To view additional details on the appointment, tap the appointment name. The window expands to display Date of appointment, Start and End Times, Event Type, Details, Kept status, Provider, Status, Location and Address details.

Screening Tool:

This section provides a view into the screening tools values for this member available in Nextgen:

- FAST Scale
- FAST Scale Comments
- PPS
- PPS Comments

View EMR Document types:


















Amaze user can now view a new option called "EMR Documents" under Member chart screen. EMR document section shows the chart Notes from NexGen. If no documents are returned for all the above categories then user will see error message, "There are no documents available for this member". User is able to view the list of DOS for each document in DESC order. If multiple documents have the same DOS then same DOS will be displayed multiple times. User is able to view entire document only in PDF format and can scroll through the document having multiple pages.

Test Results:

This section provides a view into the last three months of lab results. Information here is sourced from the Data Warehouse and displayed. Tap on the test result to view all details including Date of test, Test Name, Value, Units, Ordering Provider, Reference Range, and Abnormal Flags.

Current Visit Log:

This section provides current visit log details for time and the provider name that the member has been assigned to.

Member Background		
	Last IP Admission	>
	Appointments	>
	Screening Tools	>
	EMR Documents	>
	Test Results	>
	Current Visit Log	>
	NextGen Prescribed Medications	>
	Authorizations	>
	Plan Details	>
	Claims	>
	Core Care Team	>
	Quality Measures	>
	Past Medical History	>
	Vitals	>
	Claims Filled Medications	>
	Allergies	>
	Advanced Directives	>

Member Background contd:

NextGen Prescribed Medications:

This section provides the list of medications prescribed in Nextgen. Tap each row to view Drug name, Strength, Days Supply, Date, Quantity, Pharmacy, Prescriber Name, Tier, and Filled status.

Plan Details:

This section provides details into the Member's Plan details. Tap each row to view Plan Name, Plan Group, Effective Date, Termination Date, HMO ID, IPA, and Duals status.

Claims:

This section provides a view into the claims of last three months for a member. Tap each row to view Claim ID, From and To dates, Service, Diagnosis and Provider details.

Core Care Team:

This section provides the names, contact number and email address (as available) of the member's PCP, Case Manager, Social Worker and Behavioral Health NP.

Quality Measures:

This section provides a view into the quality measure/Hedis gaps for a member. The information is sourced from the Provide portal. Tap each row to view the Measure Details, Value and Due dates.

Past Medical History:

This section provides the medical conditions that the member has been diagnosed with in the past. This information is made available from previous encounters in Nextgen. Tap on any code to view the Code, Description and all the dates the member was diagnosed with the condition.

Vitals:

Amaze app also has the Vitals information under the Member chart. The user can now access the vital information date wise.

Claims Filled Medications:

This list provides a view into all the claims based filled medications. This also includes ESI Pharmacy claims that might include OTC medication claims. Tap each row to view Drug name, Strength, Days Supply, Date, Quantity, Pharmacy, Prescriber Name, Tier and Filled status.

Allergies:

Amaze users can view the allergies information within mobile real time.

Plan Details	
Plan Name	[Redacted]
Plan Group	[Redacted]
Effective Date	[Redacted]
Termination Date	[Redacted]
HMO ID	[Redacted]
Duals	No


EMR Documents	
Advance Directives	1 >
Radiology	1 >
Clinical Summary	9 >
Cardiology studies	0 >
Cardiology	0 >
Chart Notes	0 >
Coumadin Calendar	0 >
D/C Summary	0 >

Member Background contd:

Advance Directives:

This section provides a view into the Advance Directives template in NextGen. Information is shown as completed and available in the NextGen template. The information could include DNR, Antibiotics, Intubation, IV Fluid, Life Support, Tube Feeding, Comments and Other Directives.

Advanced Directives	
[Redacted]; David DOB [Redacted]	
DNR	Yes
Antibiotics	No
Intubation	No
IV Fluid	No
Life Support	No
Tube Feeding	No



▶ Thank you for using AMAZE APP. We will have more exciting features for you in future. Please reach out to us at amaze@caremore.com to provide your feedback or if you are facing any issues.