eXPRS Mobile-EVV loogu talagalay **Daryeel Bixiyayaasha PSW**

Sida loo Saxo ama Waqti Shaqo EVV Loogu Daro eXPRS Desktop

(v4; 4/21/2019)

Ka dib marka PSW ***qoraalkiisa*** biilka SD ee la geliyo ee laga sameeyo **eXPRS Mobile-EVV**, PSW wuxuu dib u eegi karaa ***qoraalka*** la geliyay **eXPRS Desktop**. Haddii ay jiraan sixitaano ama isbeddelo loo baahdo in lagu sameeyo biilka SD ee la geliyo ee ay abuurtay/samaysay **eXPRS Mobile-EVV**, sida cusbooneysiin lagu sameeyo **Waqtiga Bilawga** ama **Dhammaadka Waqtiga**, PSW wuxuu samayn karaa isbeddelani & ka dibna Sababta **"Reason"** laga leeyahay isbeddelka ka soo dooran karaa meelaha hoos loo sii gelayo 'dropdowns'.

Marka ay dhacdo in gacan ahaan loo geliyo 'manual' biilka SD ee la geliyo ee loogu talagalay adeegyada EVV, PSW wuxuu abuuri/samayn karaa kuwaasi isaga oo istimaalaya **eXPRS Desktop** sidoo kalena, Sababta **]"Reason"** gacan ahaan loo gelinayo 'manual' ka dooranaya meesha hoos loo sii gelayo 'dropdown'.

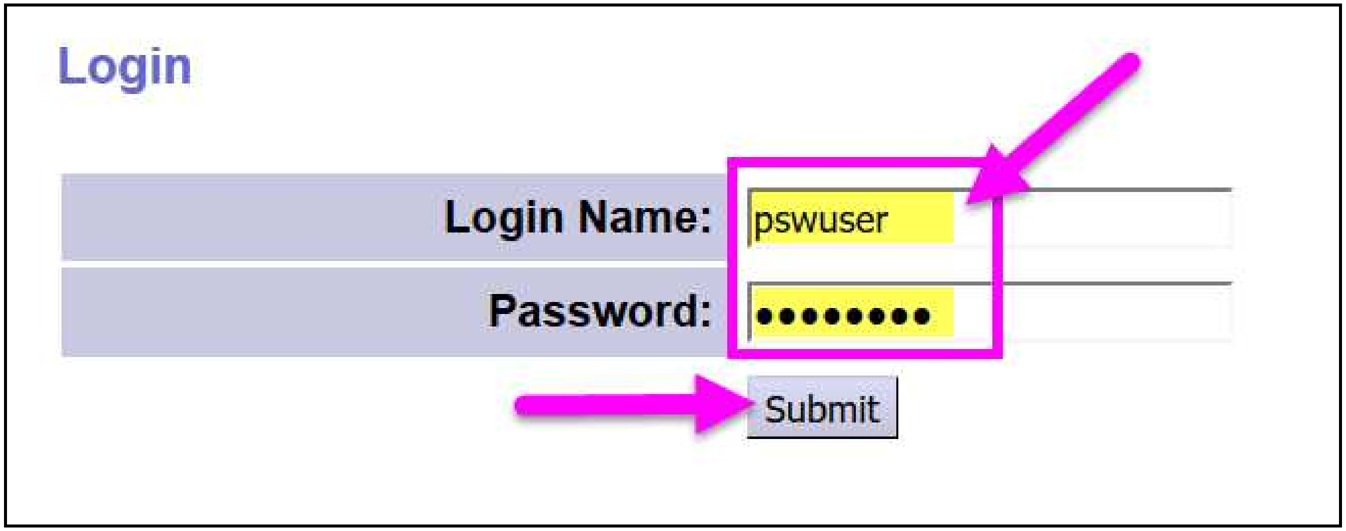
MUHIIM AH: Ka dib marka isticmaalka **eXPRS Mobile-EVV** uu bilawdo, marka la isticmaalayo **eXPRS Desktop** si loo qabto/sameeyo shaqada biilka SD la geliyo, ***waxaa jira saddex waxyaabood muhiim ah oo ay in la xasuusnaado***:

1. Ma ***jiro isbeddel ku imaanaya nidaamka biilka*** ee loogu talagalay ***adeegyada aan ahayn EVV***: sida **OR004-Masaafada La Socdo** & **OR401-Tababarka Shaqada**. Adeegyadani uma baahna isticmaalka EVV, sida darteed biilku iyaga loogu talagalay isma beddelin. Biilka SD ee la geliyo waxaa loo samayn doonaa gacan ahaan 'manually', oo ah hadka caadiga ah ee loo isticmaalayo **eXPRS Desktop**.
2. PSW **iska-reebitaanka caalamiga ah** ka helay isticmaalka ay isticmaalayaan **eXPRS Mobile-EVV** ee loogu talagalay dadka/adeegyada, biilka SD ee la geliyo waxaa loo samayn doonaa gacan ahaan 'manually', oo ah habka caadiga ah ee loo isticmaalayo **eXPRS Desktop**. Ma jiri doonto Sababta **"Reason"** ee meelaha hoos loo sii gelayo 'dropdowns' ay awoodi doonaan in ay isticmaalaan daryeel bixiyayaasha PSW haysta oggolaanshaha Iska-reebitaanka caalamiga ah ee EVV 'EVV Exception'.
3. ***PSW waa in ay weli***:
   a. isticmaalaan **eXPRS Desktop**si ay u ***gudbiyaan DHAMMAAN biilashooda SD ee la geliyo*** ee ay rabaan in lacagtooda la siiyo, isla markaana
   b. ***daabacaan xaashiyaha shaqada & helaan saxiixyada cidda ay u shaqeeyaan***, isla markaana
   c. ***xaashiyahan shaqada oo saxiixan CME*** ugu soo diraan taariikhaha kama dambeysta ee loo qabtay qabashada hawsha mushaharka dhexdeeda.

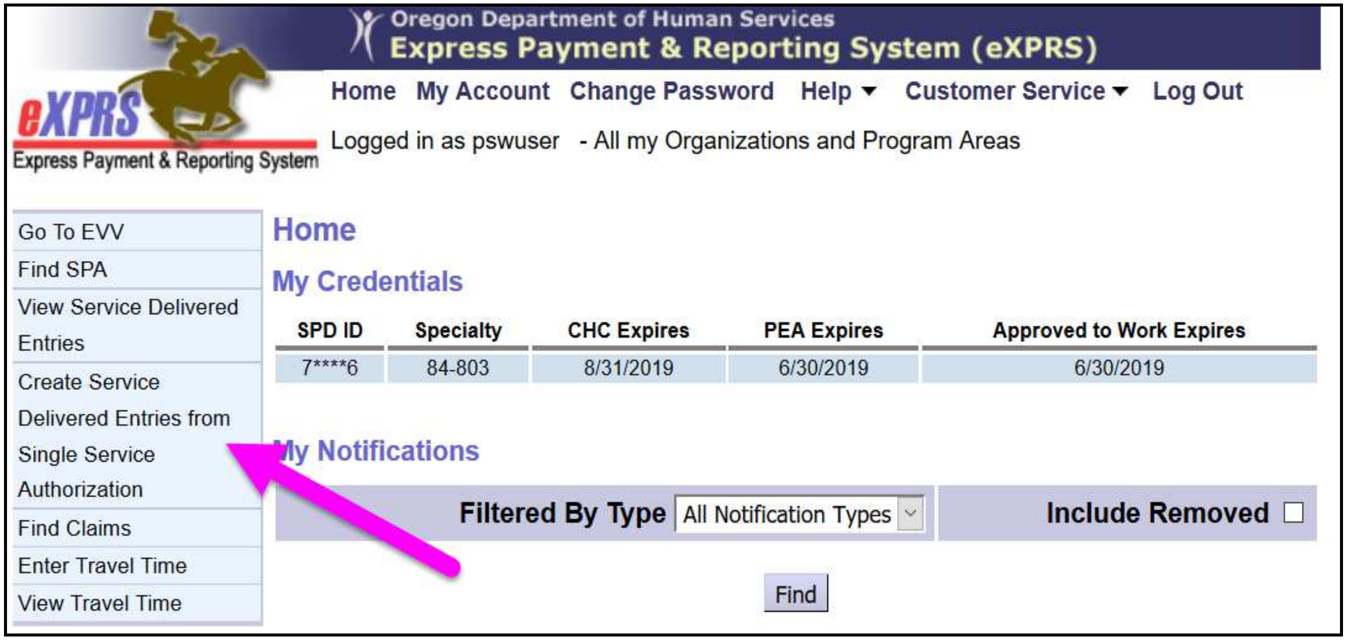
   Nidaamka mushaharka & xaashida shaqada ee loogu talagalay PSW *isma beddelin*.

<u>Sida loo Saxo *qoraalka* biilka EVV SD ee la geliyo:</u>

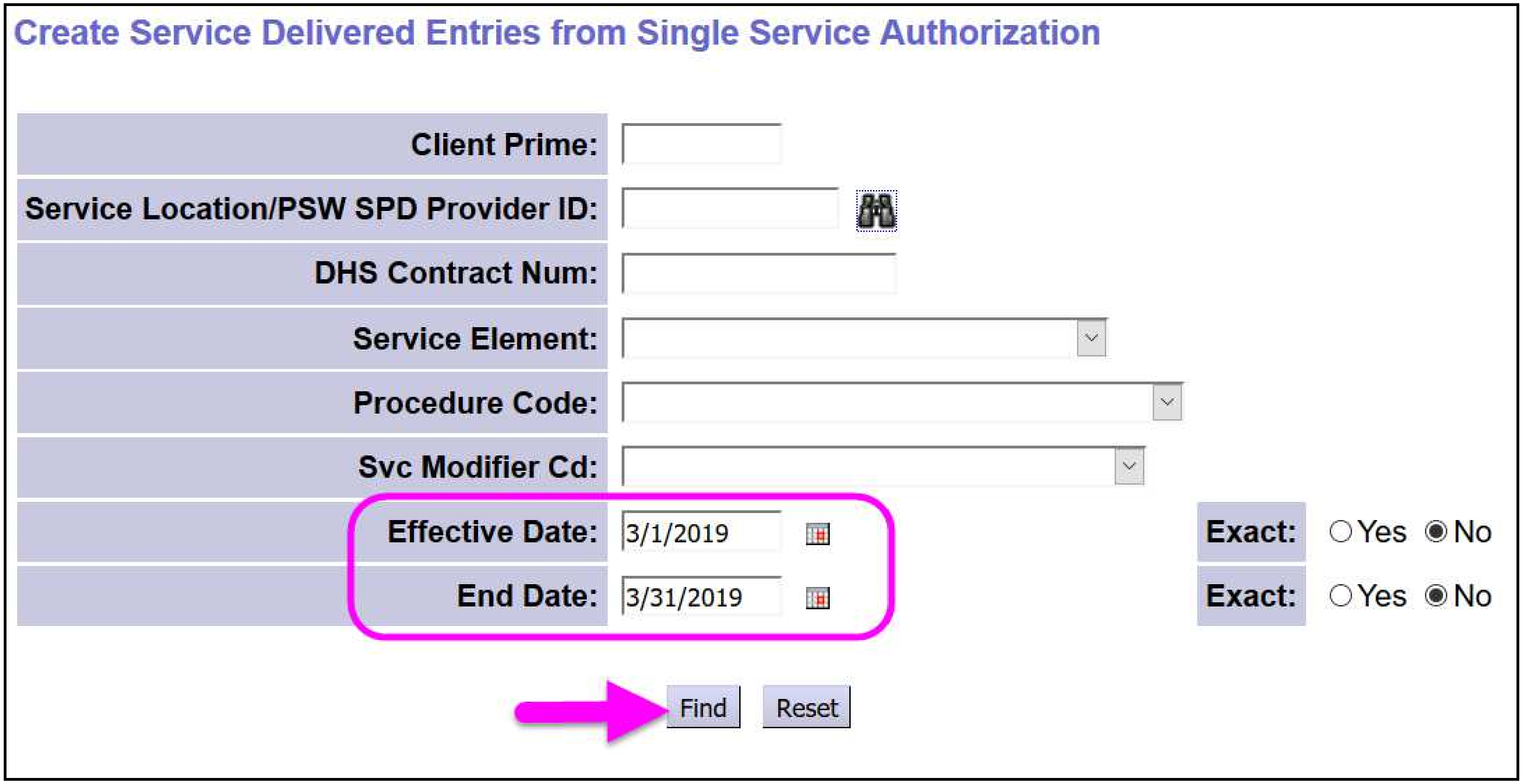
1. Ka gal **eXPRS Desktop** adiga oo ka gelaya kambiyuutar ama laptop-ka.



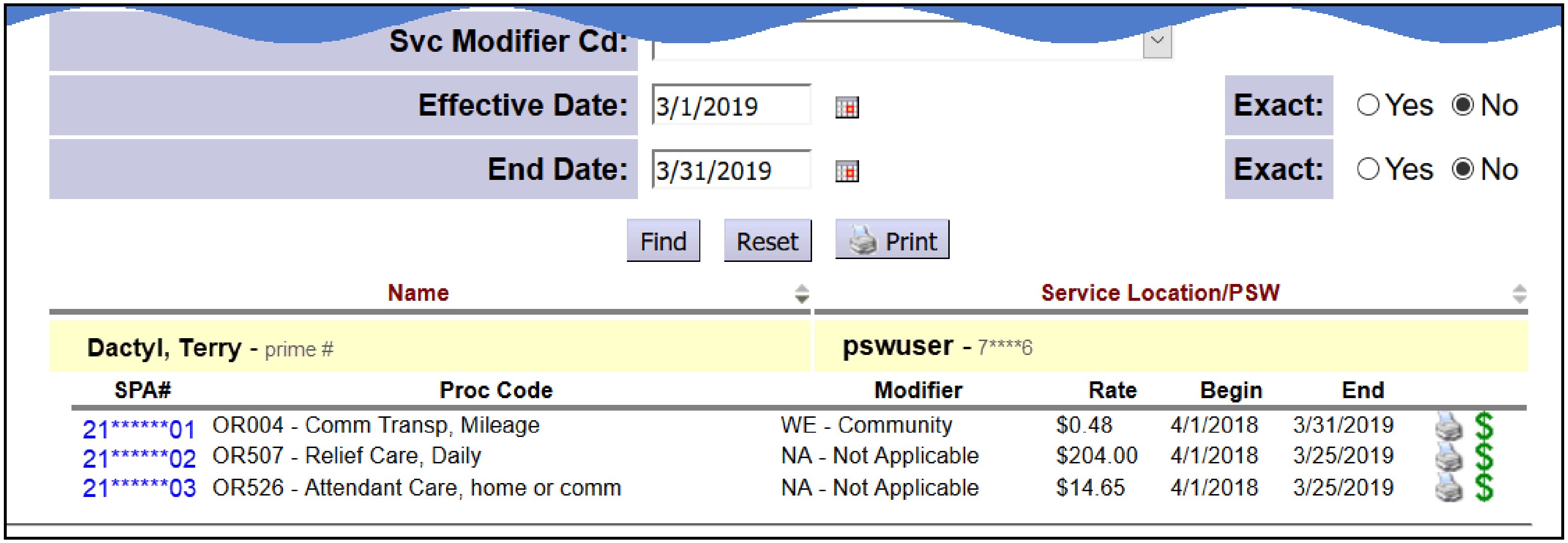
2. Adiga oo ka soo bilaabaya liiska dhanka bidixda ku yaala, riix Samee Gelinta Adeegyada La bixiyay ee ka socda Oggolaanshaha Adeega ee Hal mar ***"Create Service Delivered Entries from Single Service Authorization"*** si aad u raadiso oggolaanshaha adeeg shaqeynaya oo biilka loo diri karo.



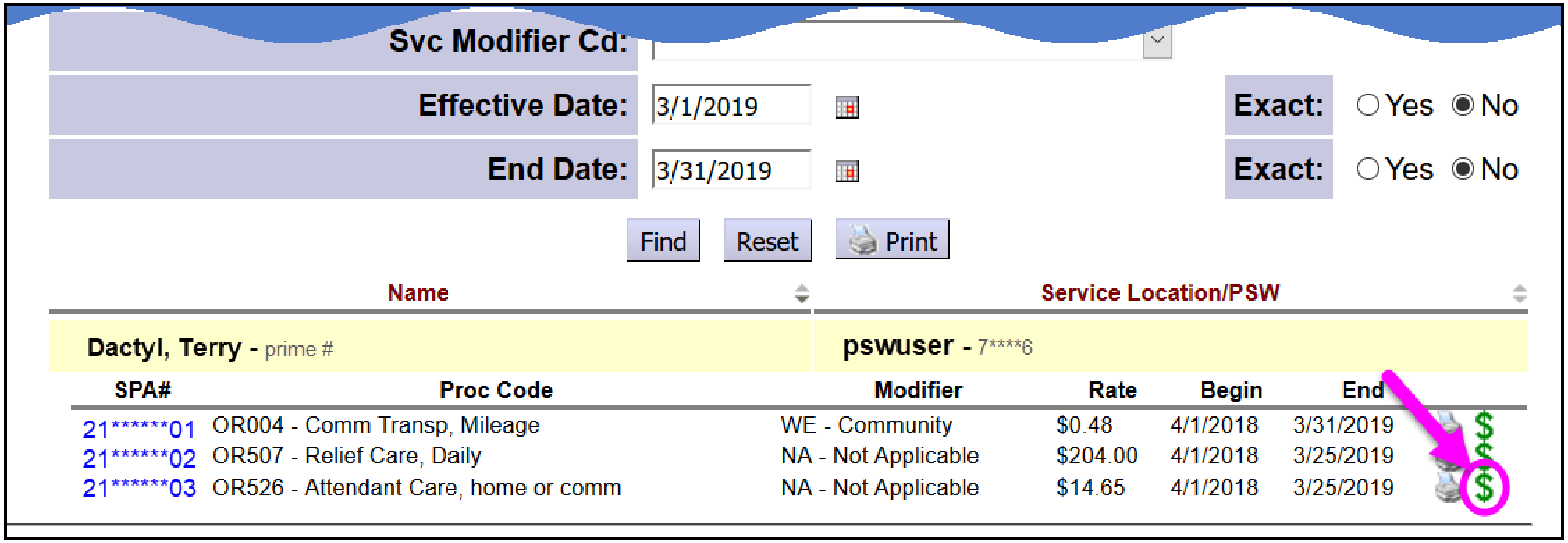
3. Hadda raadi oggolaanshahaaga shaqeynaya oo biilka loo diri karo. Biilasha SD ee la geliyo oo kasta ee laga sameeyo **eXPRS Mobile-EVV** waxaa lagu keydin doonaa meel hoos timaada oggolaanshaheeda.
   - Habka ugu fudud ee loo raadiyo waa isticmaalka **heerka taariikhee**d ee loogu talagalay taariikhaha aad shaqeysay *(ama shaqeyn doonto)* ee u jira meelaha loogu talagalay in la geliyo Taariikhda Dhaqan galka **“Effective Date”** & Dhammaadka Taariikhda **“End Date”**.
   - Marka aad geliso taariikhahaaga shaqada, riix HEL **“FIND”** si aad u raadiso.



4. Liiska oggolaanshahaaga shaqeynaya ee tilmaamaya taariikhaha shaqada ee uu geliyay PSW ayaa soo muuqan doona.

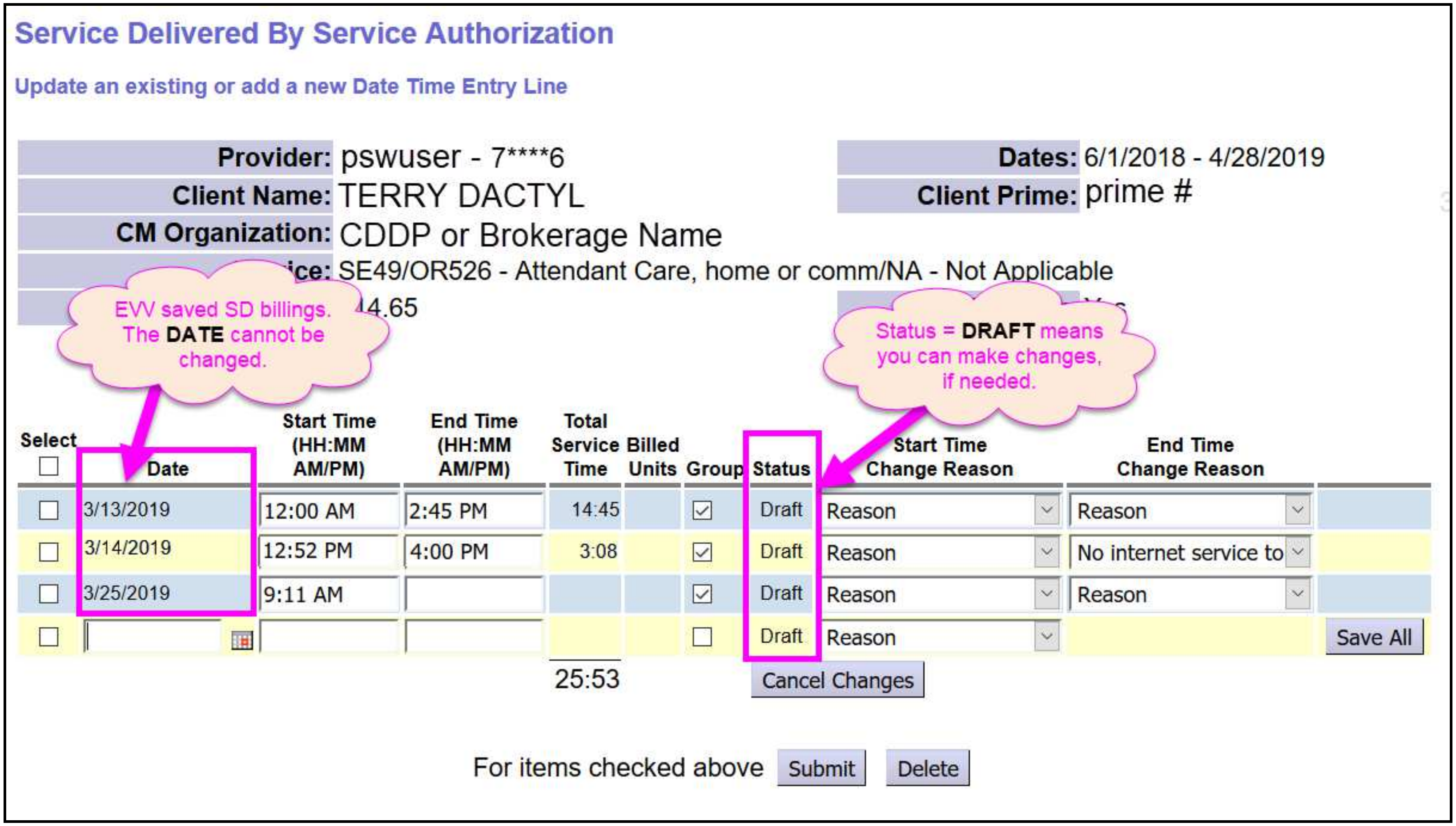


5. Adiga oo ka soo bilaabaya natiijooyinka, riix astaanta lacagta ee cagaaran $ ee loogu talagalay oggolaanshaha adeega EVV ee aad u baahan tahay in aad saxdo biilasha si aad u furto. Tani waxay ku geyn doontaa/gudbin doontaa bogga Adeegyada Lagu bixiyay Ogolaanshaha Adeega **"Service Delivered by Service Authorization"** – bogga biilka SD la geliyo ee caadiga ah - ee loogu talagalay macluumaadkaasi. Biilasha SD oo kasta oo uu sameeyay EVV waxaa halkan kuugu keydin doona **eXPRS Mobile-EVV**.

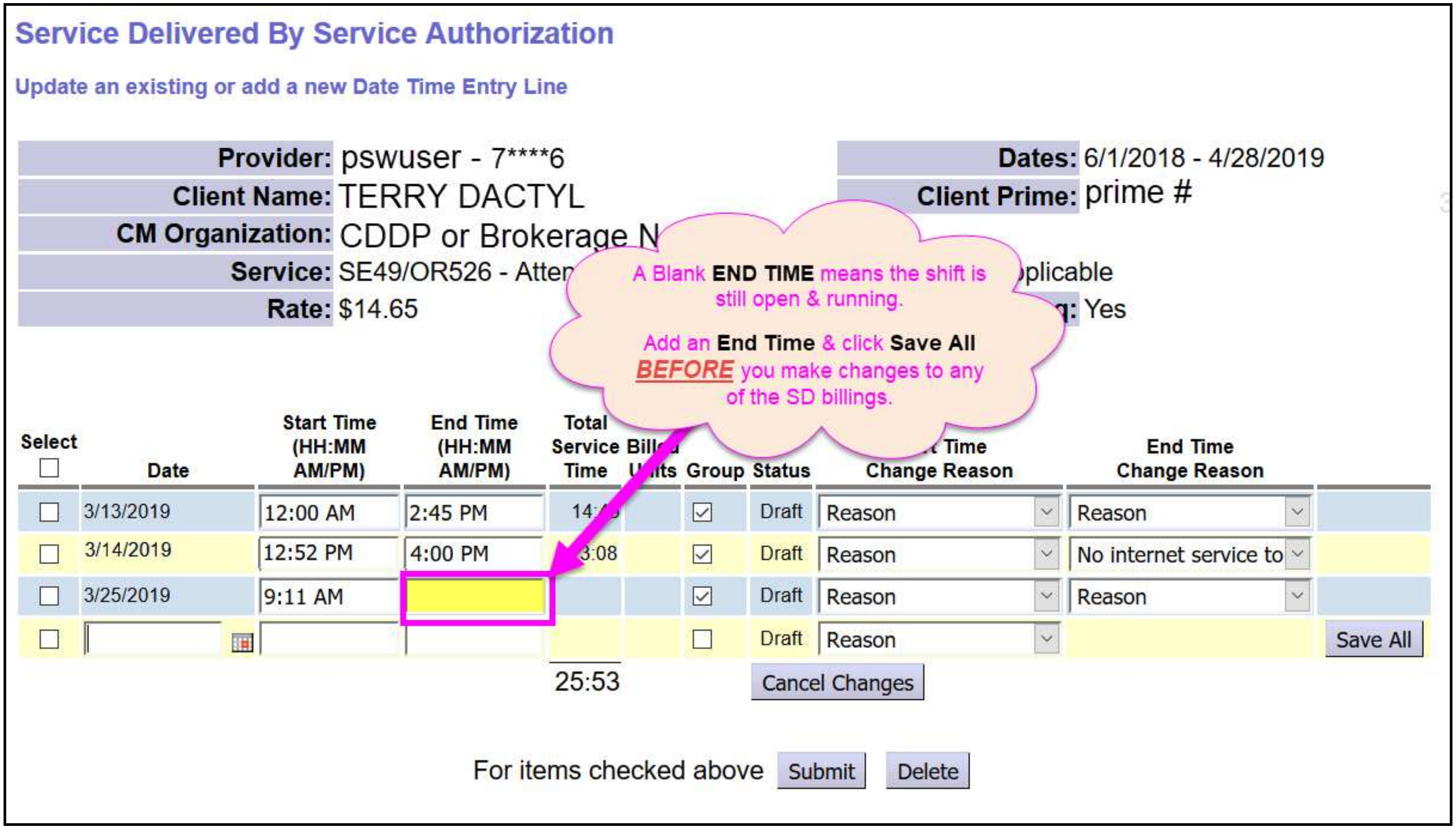


6. Marka aad ku jirto bogga Adeegyada Lagu bixiyay Ogolaanshaha Adeega **“Service Delivered by Service Authorization”**waxaad arki doontaa biilka SD ee la geliyo oo kasta oo si gacan ahaan ah ‘manually’ ama **eXPRS Mobile-EVV** loo sameeyay. Biilka SD ee la geliyo wixii sii ahaan doonaa xaalad ***qoraal*** ahaan ah ilaa inta aad ka gudbinayso si lacag laguu siiyo, sidii hore oo kale.

   Marka ay noqoto biilka SD ee la gelinayo ee ay samaysay **eXPRS Mobile-EVV**, **TAARIIKHDA** waa la xiri doonaa; mana beddeli kartid.



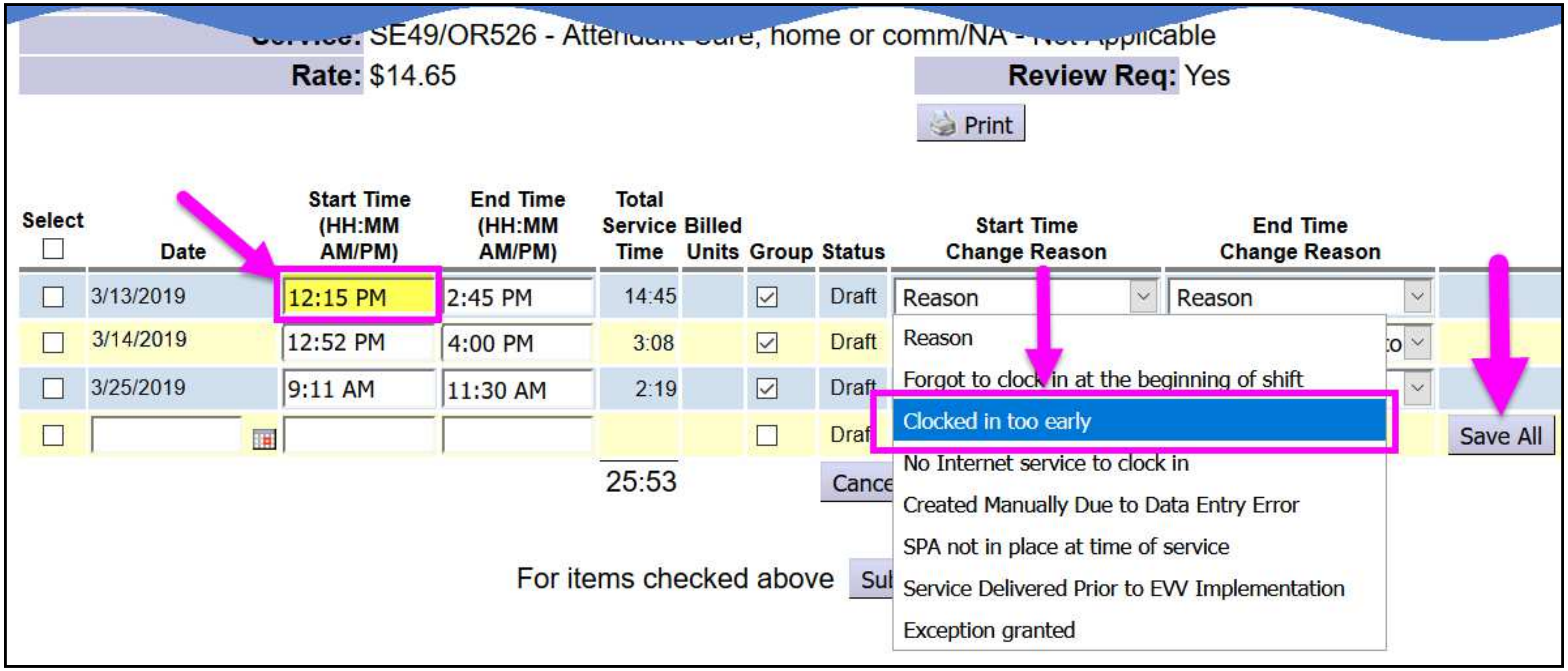
7. Haddii isbeddelo ama sixitaano loo baahdo in lagu sameeyo biilka EVV SD ee la geliyo, waad samayn kartaa iyaga, ilaa iyo inta biilka SD ee la geliyo uu weli ka yahay mid ***qoraal ah***.
    - **MAR HORE:** si aad u ogaato haddii uu jiro ***qoraalka*** biilka EVV SD ee la geliyo **oo weli furan & socda** – oo macnaheedu yahay in ***aysan lahayn*** Dhammaadka Waqtiga **"End Time"** oo qoran *(sida hoos ka muuqata)*. Haddii aad sidaasi samayso, waxaad u baahan doontaa in aad ku darto Dhammaadka Waqtiga **"End Time"** & riix Keydi Dhammaantood **"Save All"** si aad u xirto biilkaasi SD ***ka hor*** inta aan ***qoraalka*** biilasha SD lagu samayn isbeddel ama lagu darin biilal cusub.



- **<u>MARKA LABAAD</u>**: Waxaad hadda wixii isbeddelado ah ee loo baahnaa ku samayn kartaa ***qoraalka*** biilka SD ee la geliyo ee kale.

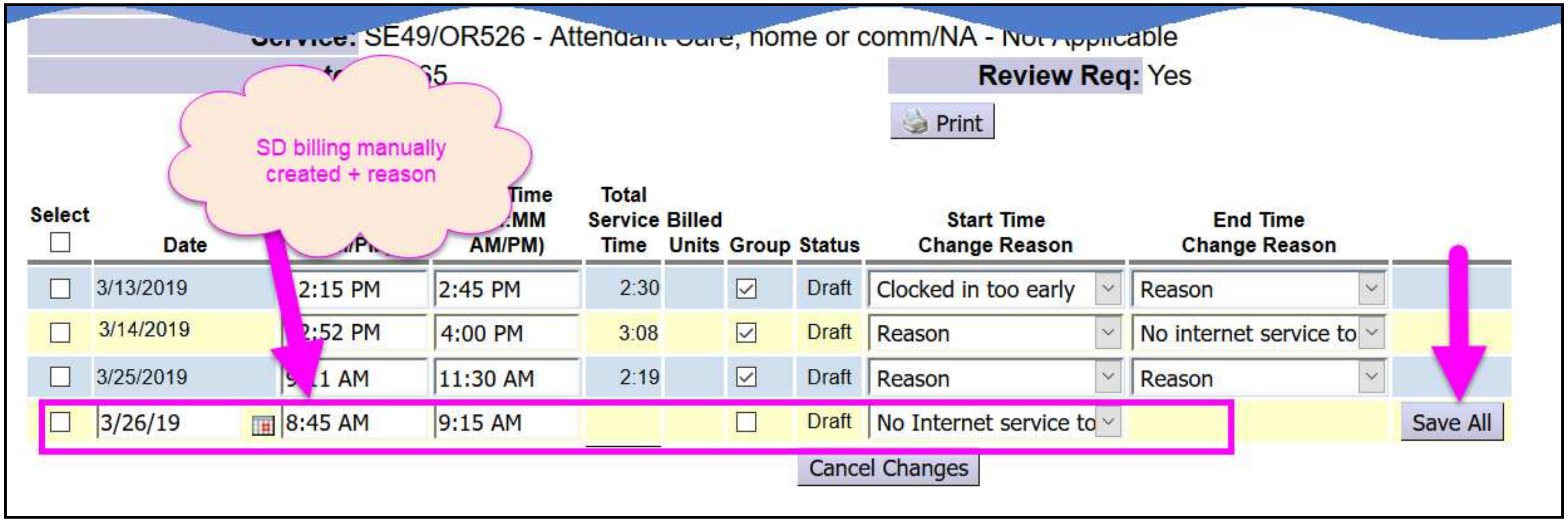
  <u>Tusaale</u>: PSW-gani ayaa sixitaan/isbeddel ku sameeyay **Waqtiga Bilawga** ee loogu talagalay ***qoraalka*** biilka SD ee **3/13/2019** laga soo bilaabo 12:00 habeenimo ilaa 12:15 duhurnimo sababta oo ah PSW wuxuu saacada garaacday waqti aad horeeya oo loogu talagalay adeega ee ku jira **eXPRS Mobile-EVV**.

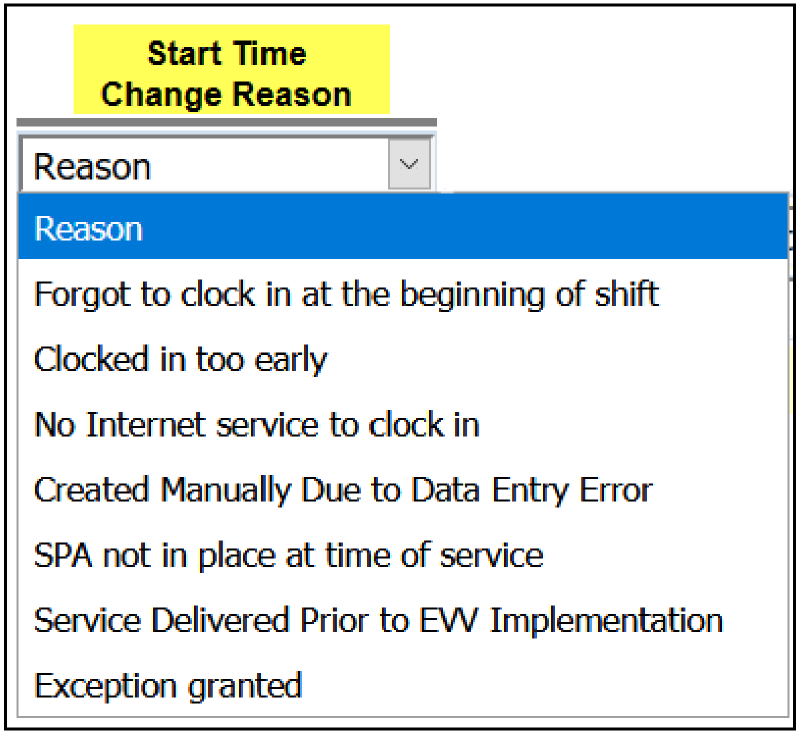
  - PSW ayaa sixitaan ku sameeyay Waqtiga Bilawga **"Start Time"** halkan,
  - wuxuu doortay Sababta Isbeddelka Waqtiga Bilawga **"Start Time Change Reason"** ku habboon isaga oo ka doortay meesha hoos loo sii gelayo 'dropdown', ka dibna
  - wuxuu riixay Keydi Dhammaantood **"Save All"** si aad u keydiso isbeddelada.

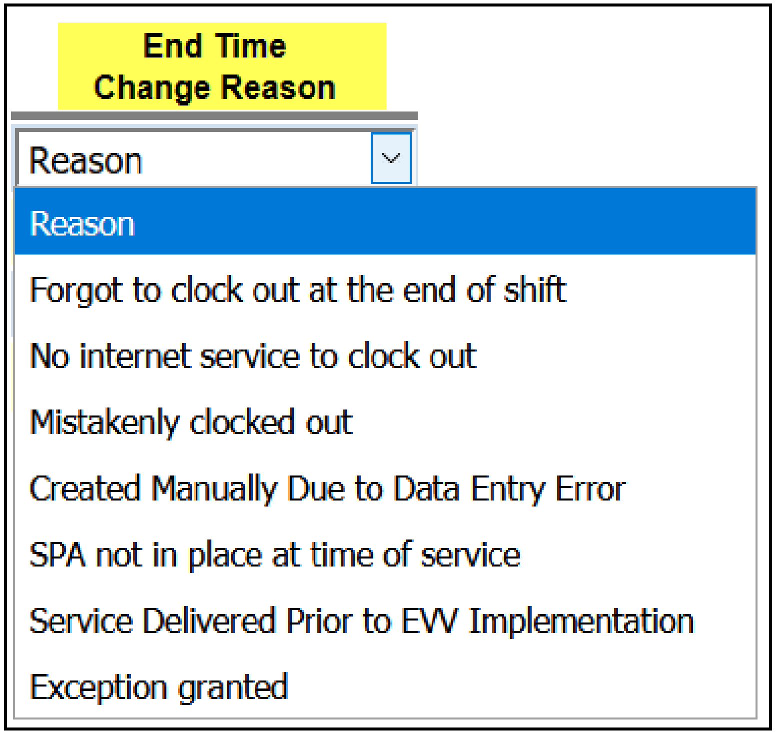


8. Isticmaalka Sababta Isbeddelka **"Change Reason"** meelaha hoos loo sii gelayo 'dropdowns' ayaa sidoo kale shaqeyn kara haddii biilka SD ee la geliyo gacan ahaanta loo gelinayo 'manual' uu yahay lagama maarmaan marka waqti la joogo. Kaliya macluumaadka ***qoraalka*** biilka SD ee la geliyo gacan ahaan u geli 'manually', sidii aad hore u samaysay, isla markaana Sababta **"Reason"** ka soo dooro Sababta Isbeddelka Waqtiga Bilawga

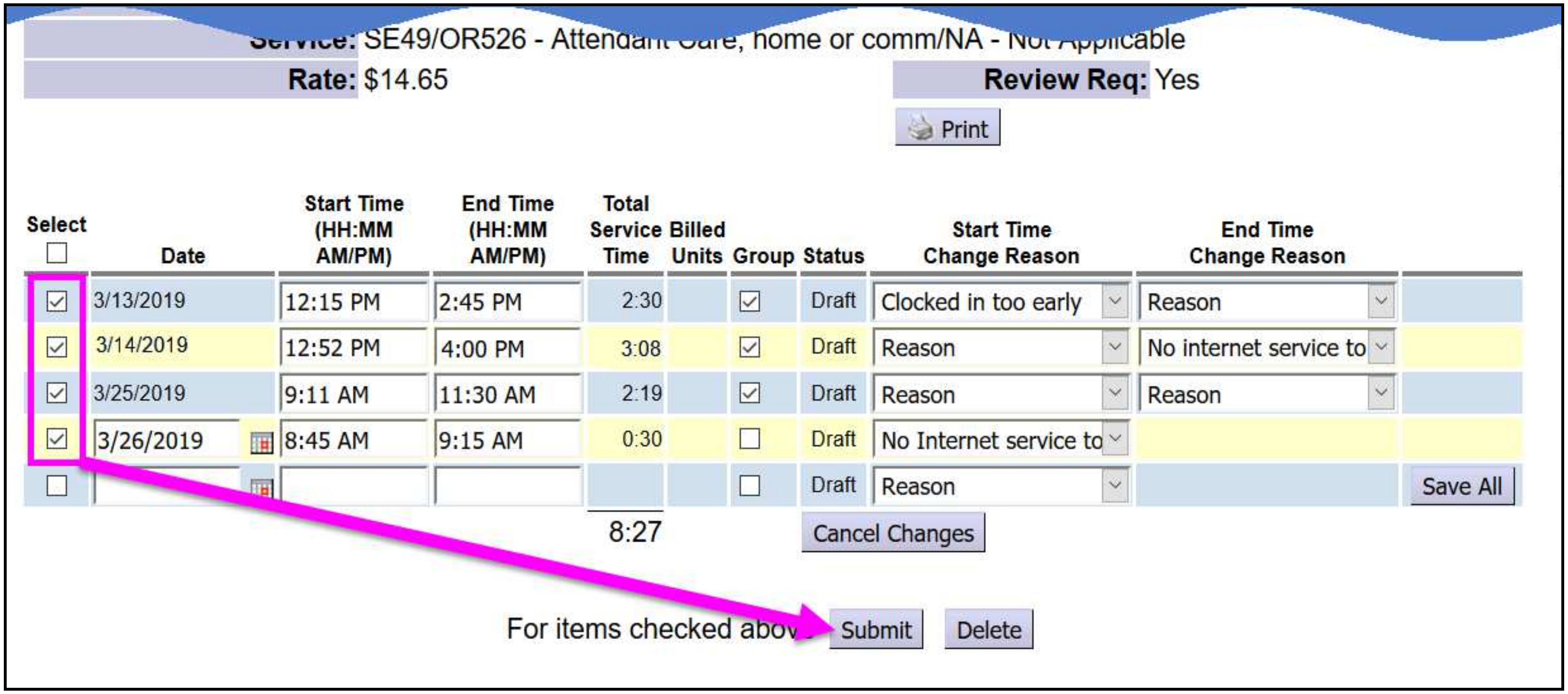
“Start Time Change Reason” meesha hoos loo sii gelayo ‘dropdown’ *(sida ka muuqata tusaalaha ku qoran bogga xiga)*.



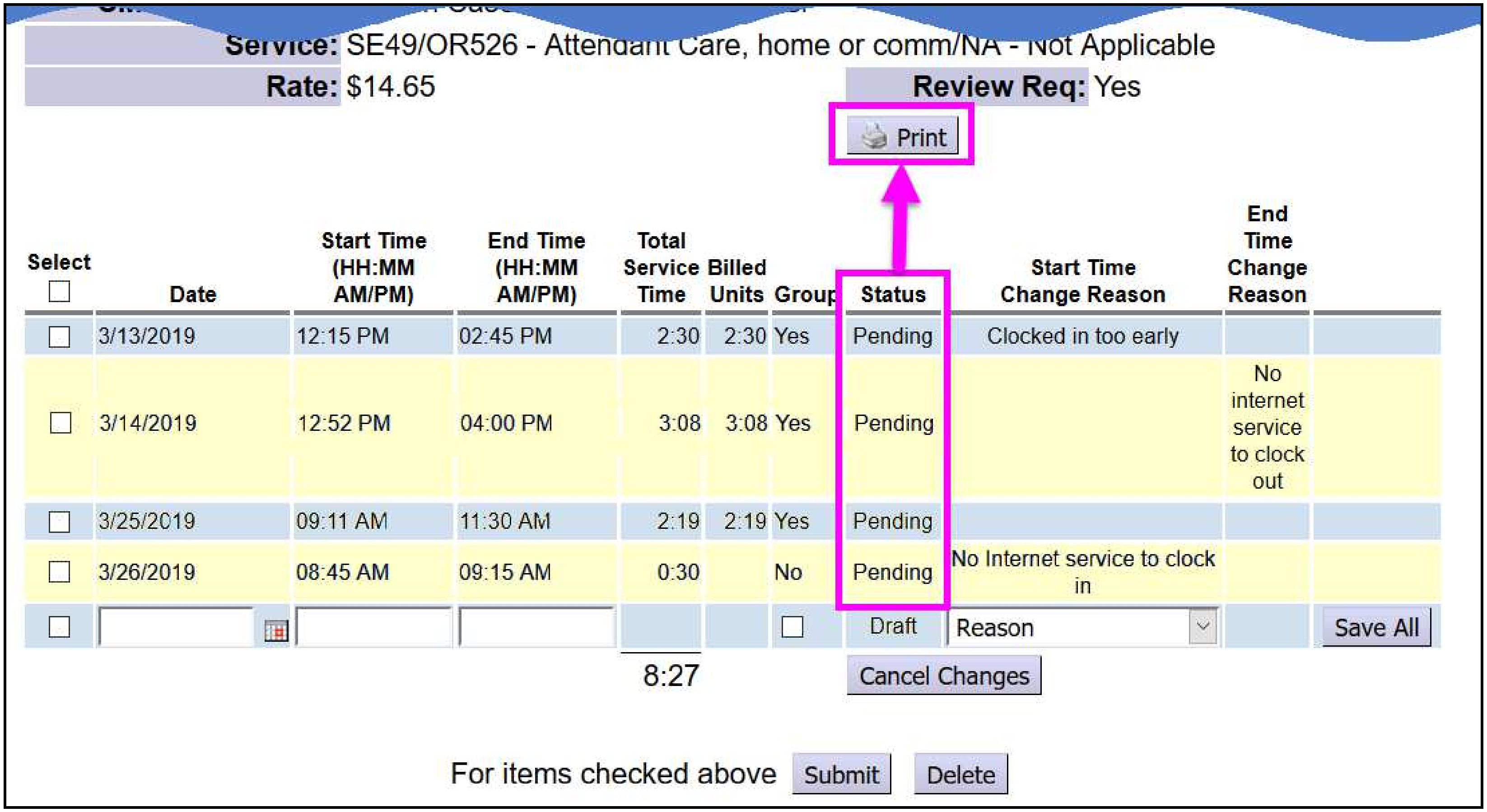




9. Marka aad diyaarka u tahay in ***qoraalkaaga*** biilka SD la geliyo hawshiisa la qabto si lacag laguu siiyo, nidaamka waxay isku mid yihiin sidii hore.   Waxaad dooranaysaa biilasha SD ee aad rabto in ay gudbiso si lacag laguu siiyo, ka dibna riix GUDBI **"SUBMIT"**.



10. Marka aad gudbiso, biilasha SD ee leh xaalad ***hawsheeda hadda lagu jiro*** ayaa hadda u diyaar ah in lagu daabaco doonaa xaashiyaha shaqada ee loogu talagalay in cidda loo shaqeeyo saxiixdo & ka dibna u keenaan CME wax oggolaanaya.



Service: SE49/OR526 - Attendant Care, home or comm/NA - Not Applicable

Rate: $14.65 **Review Req:** Yes

Print

Select	Date	Start Time (HH:MM AM/PM)	End Time (HH:MM AM/PM)	Total Service Time	Billed Units	Group	Status	Start Time Change Reason	End Time Change Reason	
☐	3/13/2019	12:15 PM	02:45 PM	2:30	2:30	Yes	Pending	Clocked in too early		
☐	3/14/2019	12:52 PM	04:00 PM	3:08	3:08	Yes	Pending		No internet service to clock out	
☐	3/25/2019	09:11 AM	11:30 AM	2:19	2:19	Yes	Pending			
☐	3/26/2019	08:45 AM	09:15 AM	0:30		No	Pending	No Internet service to clock in		
☐						☐	Draft	Reason		Save All
				8:27			Cancel Changes			

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Express Payment & Reporting System (eXPRS)

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Express Payment & Reporting System

eXPRS Plan of Care - Services Delivered Form

Customer Name: DACTYL, TERRY **Prime:** prime #

Provider Name: PSW User **Provider Num:** 7****6

CM Organization: CDDP or Brokerage Name **SC/PA Name:** ____________

Service: SE49/OR526 - Attendant Care, home or comm/NA - Not Applicable

Service Delivered On:

Date	Start/Time IN	End/Time OUT	Total Hours for Entry	Group? (yes/no)
3/13/2019	12:15 PM	02:45 PM	2:30	Yes
3/14/2019	12:52 PM	04:00 PM	3:08	Yes
3/25/2019	09:11 AM	11:30 AM	2:19	Yes
3/26/2019	08:45 AM	09:15 AM	0:30	No
			8:27	TOTAL HOURS