This is the new feature to collect Hospice caregiver information for CAHPS export. This screen will only appear when a Hospice patient is selected.

Pull up the Hospice patient from the **Select Patient** screen then click on the **Background/Envnmt** screen > **Environment** tab > **Hospice CAHPS Reports** tab.

This screen is divided into two sections; top and bottom. The top half has a report of all hospice patients discharged in the time frame given into 2 groups: those who will be exported and those who will not - the ones who will not will show the reason. The bottom half will create the export file to be upload thru the portal for their select cahps vendor, except for SHP.

Report

- The From and Thru dates will select patients with discharge dates between the dates. You can check the box for Include Active Patients if you also want to view the information entered for active Hospice patients
- Select which type of information you want to pull: Patient/Caregivers Who Will NOT be Exported or Patient/Caregivers Who Will Be Exported
- Note: if you check Include Active Patients then it will only work with Patient/Caregivers Who will NOT Be Exported
- Next select the order of the report: Print by Name, Admit Date, Discharge Date
- Click the Print button to view and print the results.

Note: Only patient's who are discharged with a DC Reason 01, 02, 09 will appear on the **Patient/Caregivers Who Will Be Exported** list. All other discharge reasons will appear on the **Patient/Caregivers Who Will NOT Be Exported** list.

Export File

- Select the month you want to export
- Agency Name should already be filled in
- Use the default path location or select a different path you want to save the file to
- Select the company you are sending the export file to
- Click the Create Hospice CAHPS Export button
- A message will appear letting you it has been saved and gives you the path name and name of the file

Use the instructions from Deyta, Fazzi or The Jackson Group on how to transmit the file.

Hospice CAHPS Reports

Knowledgebase
http://kb.barnestorm.biz/KnowledgebaseArticle51226.aspx