Document a Visit

Watch Video ##Document EVV Visit

IMPORTANT: When opening the app, choose Allow or Always Allow for location services. GPS is only used during Start and Finish. Denying access may cause non-compliance.

Start the Visit

- Log into CareChamp to view your scheduled visits for today.
- Tap a patient's name to see the scheduled start and end times. (You can arrive or leave at any time during the day.)
- Tap the Start button at the bottom.

IMPORTANT: Tap Start only when you're physically at the patient's home. This records your start time and location for EVV.

Document the Visit

- Check off tasks as you complete them—or all at once at the end.
- If you skip a task, choose a Reason below the task list.
- The task bar turns green once all items are completed.
- Optional sections like Vitals may appear—complete them if required.

Patient Signature

- Tap Verify to open the signature screen.
- The patient signs using their finger in the white area.

Finish the Visit

- Check the timer in the lower-left for visit duration.
- Tap Finish to end the visit before leaving the patient's home.
- If Finish does not show up and you see Save, check your documentation to verify everything has been completed.

> IMPORTANT: The Finish button records your end time and captures location for EVV.

- After finishing, you'll return to the main screen.
- A ## lock icon will appear next to the completed visit.