

## Visit Screen Overview

### # Selecting the Schedule - before starting the visit

- Call Patient: Gives the option to call the patient's main phone number.
- Distance & Directions: Shows how far you are from the patient and directions listed from Office.
- Visit Details: To help prepare you for the visit.
  - o Scheduled Time (includes total hours)
  - o Tasks that need to be completed
  - o Special Instructions from the care plan
- Cancel Visit Options
  - o Patient is unavailable or refuses OR
  - o Cancel Mark the visit as available for another staff member to take
- Start Visit: Initiates the visit, time-stamping the start time, and capturing the GPS location for EVV.

### ## Starting the Visit

Required Items (in red) must be 100% complete before finishing the visit.

Optional Items (in purple) are not required.

- Tasks: All tasks must be checked off. If any are left incomplete, a reason must be selected.
- Vitals: If required, document all items or select a reason why not performed.
- Comments: Add notes or comments related to the visit.
- Patient Notes: Additional information pulled from the patient's referral in Barnestorm Office.
- Instructions: Special care plan instructions and allergy alerts.
- Verify Visit: Where the patient's signature is capture, with a date/time stamp.
- Finish: Ends the visit, time-stamping the end time, and capturing the GPS location for EVV.

## ## Rules That Vary by Agency

- Visit Timer: A timer bar appears at the bottom of the visit screen. It shows:
  - o How long the visit has been in progress
  - o How much time remains
  - o When the visit is scheduled to end based on total scheduled time
- Auto Clock Out: If you forget to finish a visit, clocking into a new one (1–4 days later) will automatically end the previous visit, while capturing location.
- Verify Location: You must be within a one-mile radius of the patient's home to start the visit. This ensures location compliance.
- Auto Adjust Total Time: If your visit runs longer than scheduled, the app may ask if you want the time to match the scheduled duration.

Knowledgebase

<http://kb.barnestorm.biz/KnowledgebaseArticle51740.aspx>