

Smart Program Services P/L



CLIENT CARE RECORDS
COMPUTER SOFTWARE TO MANAGE CLIENT
CARE INFORMATION



MDS (Minimum Data Set) records for the HADS (HACC and CSTDA data recording)

- The existing HADS data table will be linked and synchronized with CCR.
- Create MDS records and download to HADS.

HACC: Home and Community Care

CSTDA: Commonwealth State/Territory Disability Agreement

National Disability Insurance Scheme (NDIS) interface

The bulk upload claims interface will allow providers to upload a file with claim requests exported from the Client Care Record (CCR) applications, and import that file for processing into the NDIA Provider Portal Web Application.

Computer requirements:

Microsoft Access 2007 / 2010

Program download and update via the internet.

Please ring us for a **free demonstration** or visit our website for more information. See the advantages for yourself.
www.smartpayroll.net.au

DISTRIBUTOR:

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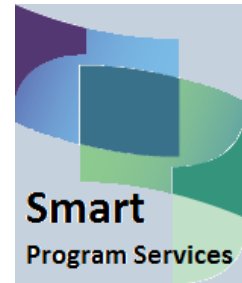
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CLIENT CARE RECORDS (CCR)

INTERFACED with HADS and NDIS

- Clients' database
- Employees' database
- Volunteers' database
- Community care management system
- Group service records
- Meals-on-Wheels services
- Client transport schedule
- Client invoicing
- Link to Web and Mobile applications
- HADS and NDIS interface
- Email – and SMS interface
- File Management system – file access control



Link to - **SmartPayroll** -

Mobile and web application

www.smartpayroll.net.au



Client Care Records (CCR)



CCR is a complete database for managing care facilities such as; Retirement Villages, Hostels, Nursing Homes and for Community Care service providers.

Personal Client Information

- Personal details and photograph .
- Medical and personal history.
- Client's family and friends details are recorded.
- Complaints and suggestion record are available.
- Client's emails, SMSs, scanned documents and correspondents is stored .



Client Care Management Roster setup - with Payroll link

- Establish fortnightly client care need rosters
- Roster Templates are used for fast data entry
- Available employees/volunteers for roster task are listed via search criteria: Employee/volunteer availability setup, not rostered, not on holiday or personal leave etc. Other search options are: gender, qualification, location, language etc.
- GPS locations (goggle maps) are used to optimize travel distance
- Service task setup manages client fees and employees pay rates for services
- Client services are automatically recorded into HADS - MDS report.
- Entering the client roster will automatically produce client invoices and payroll - calculating working hour or fixed rate payments for the employee. Travel distance between clients are automatically generated using GPS data.

Care Plan Information

- Client's care plan incl. care needs, intervention, goals/expected outcomes .
- Records client's doctors and medical information .
- Records client's absence from care facility.
- External service providers can be listed for each client.
- Care Plan Instrument - write your own Care Plan Library

Client Transport setup

- Interactive daily vehicle schedule to manage your day-to-day operation.
- Client transport requirements will be listed - walking-frame, wheelchair etc.
- GPS setup to locate Client location – all Client locations for bus runs are listed.
- Client bus pickup schedules; sorted by pick-up time/drop off order using GPS.

Group Service Management

- Create activity programs and staff instructions.
- Create client groups for various activities.
- Client activity setup - attendance records.
- Create Client care plans and performance appraisal.
- Record activities for MDS reports.

Meals-on-Wheels

- The database is designed to assist organizations with the management and delivery of meals to clients in the community.
- Interactive daily vehicle schedule, to manage your day to day operations.
- Stock management tool will ensure control of stock items and record required client info (e.g. batch numbers) under Food Safety Standards.
- GPS data is used to provide client locations and produce efficient meal runs .

Client Invoicing

- Client fees plus travel hours can be set for various client services.
- Invoice periods can be set - weekly - fortnightly – monthly.
- Invoices can be sent to the client, carer or other organizations via email.

Reports, Statistics and Correspondence

- Reports and forms are produced for all relevant information.
- Detailed summary reports for the MDS records and statistics
- The data base can be linked to Microsoft Office – Mail Merge.
- Reports can be emailed and stored on database
- SMS can be sent to client and relative and are stored on database

File Management system - document access control

Web & Mobile applications

- **New Client service requests**
New clients apply for an assessment
- **Client Log-on**
Client log-on to book new services and view service history
- **Employee Log-on**
View roster with client info and service task and *submit time sheets*

