FileVision Health - An introduction



FileVision Health - Web

Desired Benefits

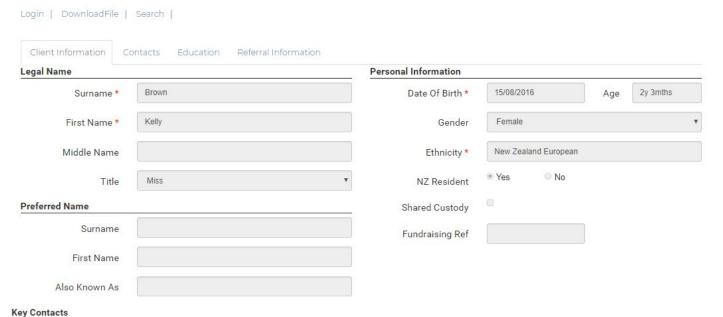
- •Resolving different practices and creating uniformity in systems and procedures
- •Operational efficiency by measuring practice and performance against agreed standards
- One central information management system connecting all parts of the organisation will create a common and focussed understanding of issues impacting on service delivery or strategic vision
- ·Less cumbersome, time consuming systems and processes will improve client facing time
- Improved administration and more accurate and secure data entry /compliance
- Technology "agnostic" access and flexible hosting platforms

Client Information Screen

Pegional Movements



Client's Personal Details



Client's key Contacts

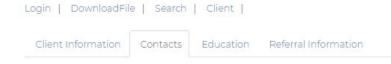
Name	Relationship	Lives with Client	Preferred Contact	Email
Brown, Cindy	Mother	No	021 111 111	kellyvw@gmail.com
Physical Address	9 Styx River Place, Brooklands, Christchurch, 8083			
Brown, Brad	Father	No	021 5855555	
Physical Address	9 Styx River Place, Brooklands, Christchurch, 8083			

Client Contacts

Client Contact

Kelly Brown - 2 y 3 mths - Late Effects

Activity → Navigation → Documents → Information → Administration Search Name ▼ Search



Add New Contact

Family Contacts

(ey Contacts

Name	Relationship	Preferred Contact	Lives with Client	Connect Group	
Brown, Cindy	Mother	021 111 111	No		
Brown, Brad	Father	021 5855555	No		

Client's Professional Contacts

Professional Contacts

Relationships

Name	Role	Preferred Contact	Email	Organisation
administrator, CCF	Snr Manager	CCF.administrator@fraame.com	CCF.administrator@fraame.com	Auckland DHB

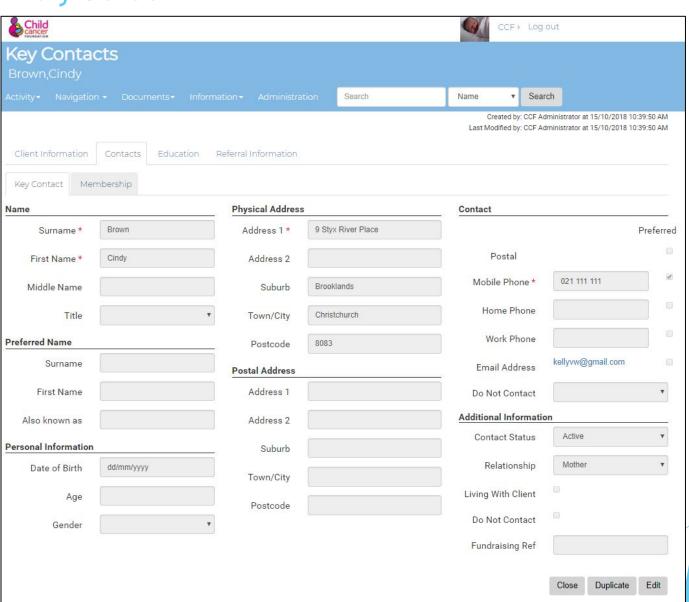
Client's Relationships

Name	Relationship	Preferred Contact	Age	Lives with Client	Connect Group

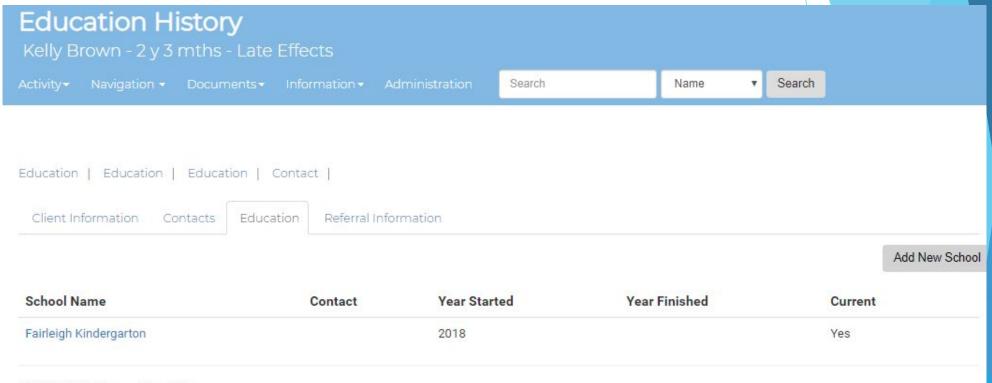
Brown, Marsha 021 444 444 Yes

Key Contact Entry Screen

Same look and feel as the Client Information Screen

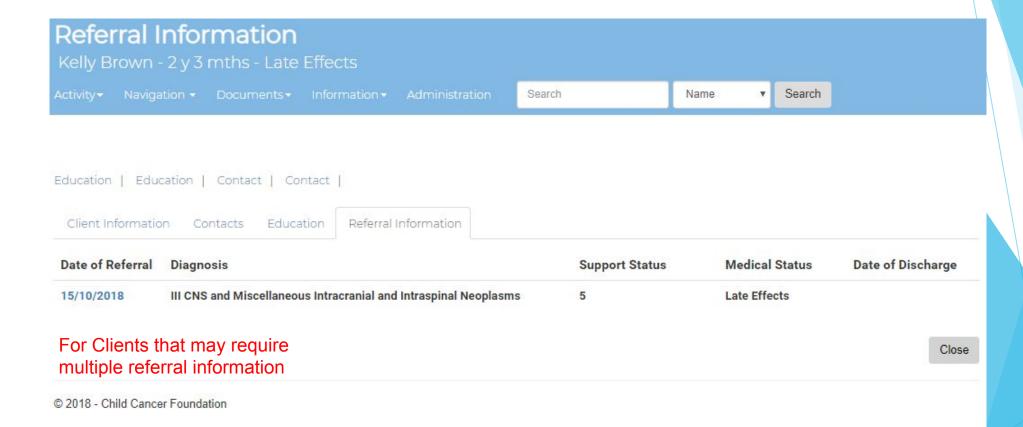


School History Entry Screen



All School history

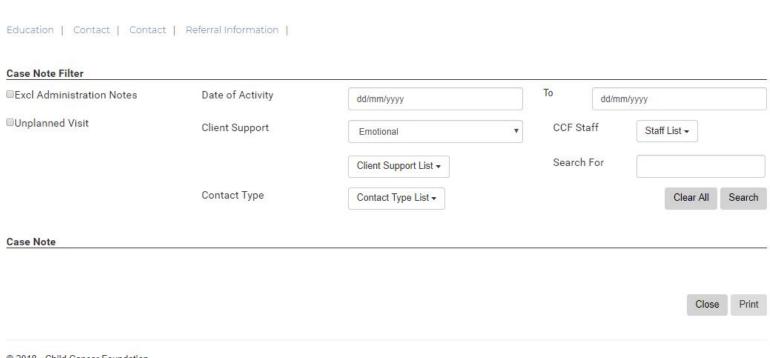
Referral History Entry Screen



Change/Updating Case Details Screen



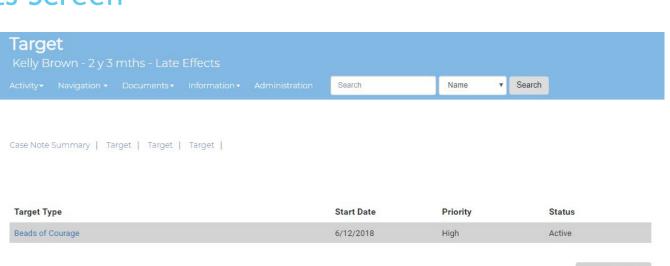
Update information such as Status, Area and Staff assigr

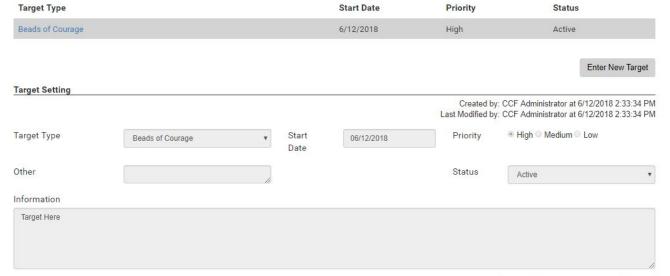


Client Targets Screen

Set Targets for the Client or

Family





Review Target Notes

Safety Concerns Screen

Safety Concern

Search

Name

Search

If you have concerns about the Clients or Family members safety they can be noted here.

Target | Target | Financial Support | Safety Concern |

Start Date	Status	Staff	Category	Outcome
6/12/2018	Active	CCE Administrator	Risk of Harm to Self	

Add Safety Concern

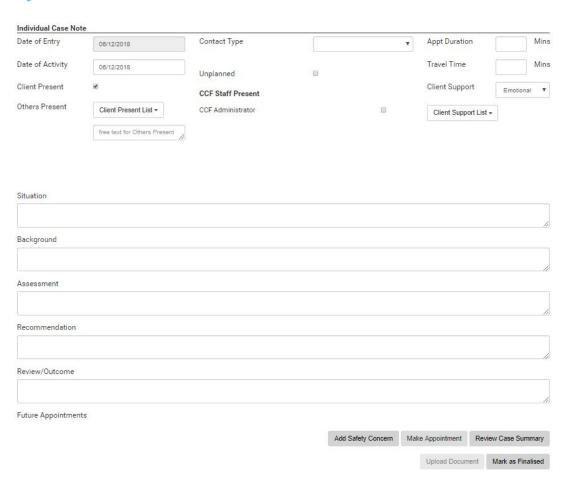
Case Notes Entry Screen

This is the main Case Notes entry screen

You select the Activity/Appointment type such as:

- Family Visits
- Hospital Visits
- Telephone calls

You have unlimited free text narration box for your notes, this has spell check.



A note can be saved at any time for review and editing, but once you finalise the Note it can only be read and not changed

You can Enter in the duration of the appointment and Travel time

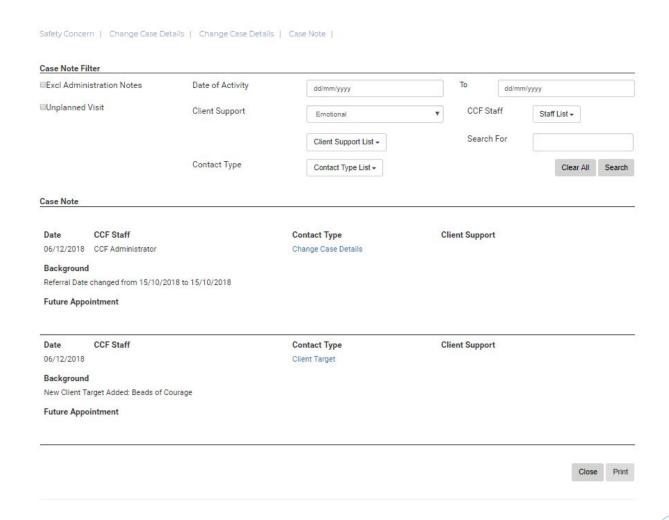
You can assign the Targets that are pre-set to this note

Case Notes Summary Screen

All finalised Case Notes and automatically populated notes can be ready here

Automatically Populated Notes include:

- •Additions and Changes to Contacts/Relationships/School Information
- •Changes to Territory Families Staff for this case
- Telephone calls
- Safety Concerns
- Internal Emails and Acknowledgements



You can filter the notes so you only see the notes you want to see. You can filter on:

- Targets
- Territory Families Staff
- Activity/Appointment Type
- Date ranges

By default only Case notes display, administration notes such as Address changes etc will only display if you un-tick the Exc Admin Notes

Only finalised Note are shown on this screen

Client Summary Screen

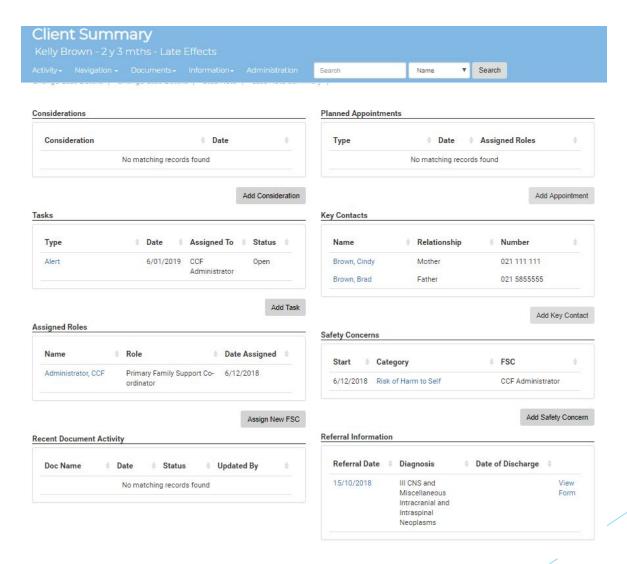
This screen is an Overview of the Clients Information

Includes any outstanding task regardless of who it is assigned to

Any new documents added within the last 30 days

The staff assigned to this case

Any current safety concerns



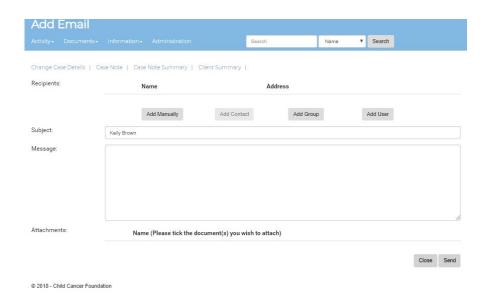
Any future appointments

A list of top targets

A list of all Primary Contacts

Internal Emails

Emails can be sent from within FileVision.



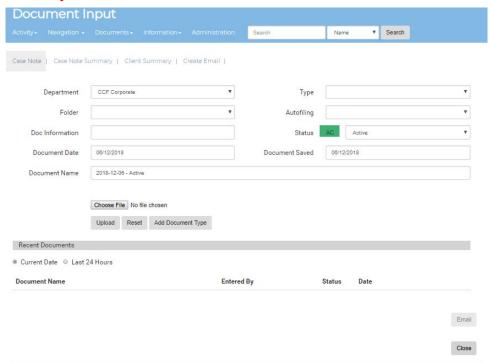
Emails sent from FileVision will automatically be added to the Clinical Notes:



You will always get a confirmation message to ensure complete Client privacy.

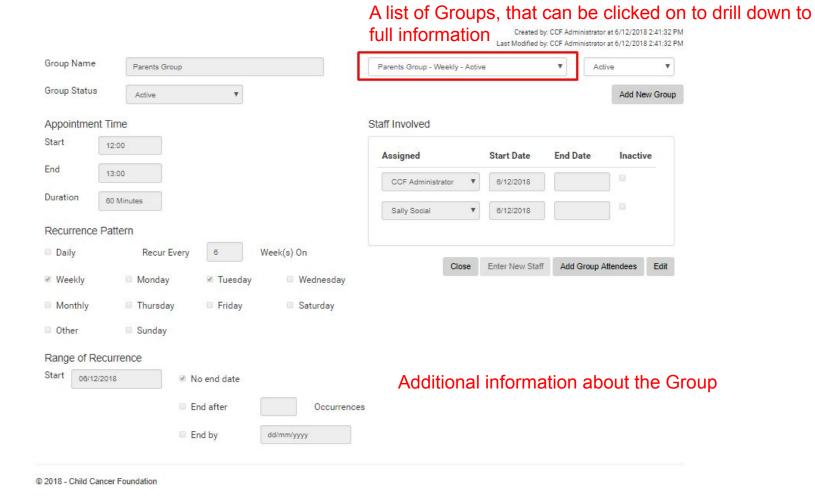
Documents

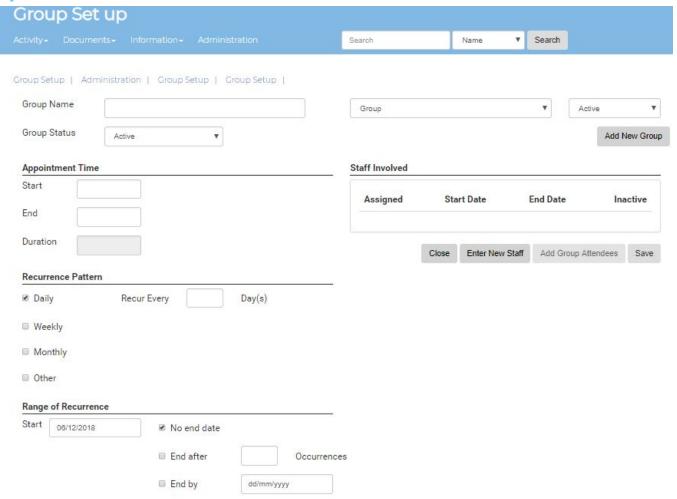
Any electronic document can be saved into FileVision.



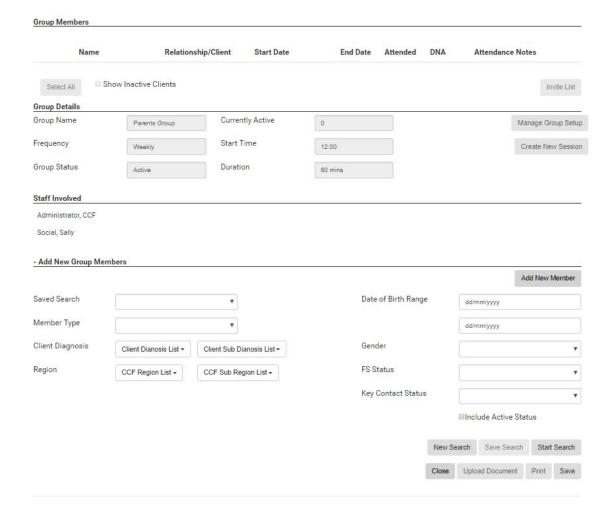
Once saved you can view, print, email and edit the documents.

Each Client will get a standard Folder Structure the Main folder will be the Diagnosis and Referral Date, followed by the standard folders. If a subsequent referral comes in at a later date the client will get a new folder structure so documents can be easily identified to the appropriate referral





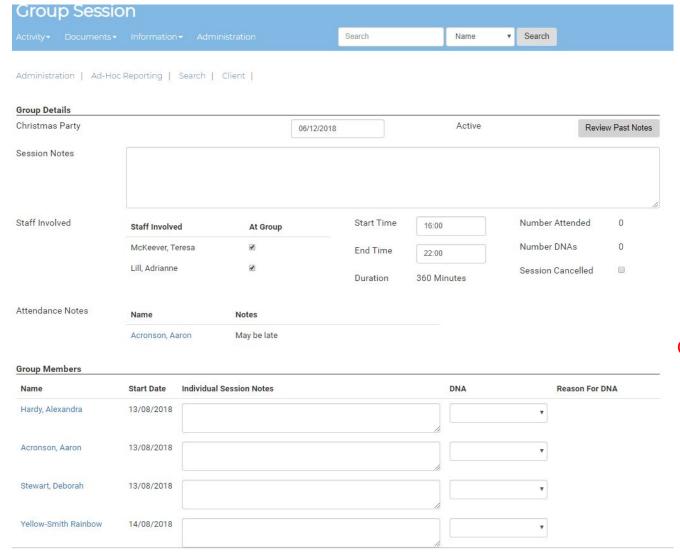
Set up a recurring or single Group



Search and find the appropriate attendees, send them a invitation.

Confirm if they are attending

Once the Group has met, you can create group notes that go to each attendee's client note summary.



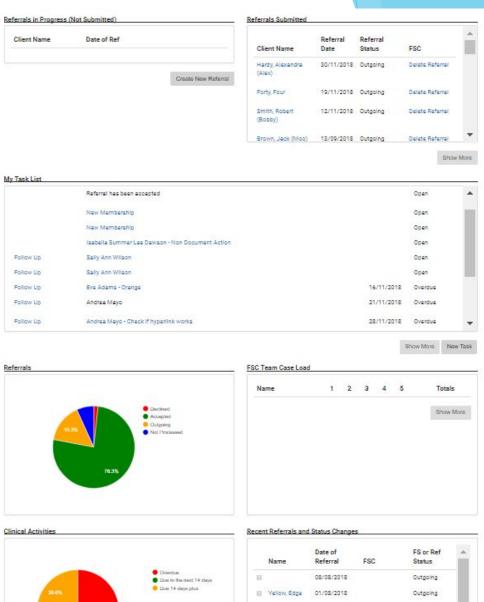
Confirm if they attended

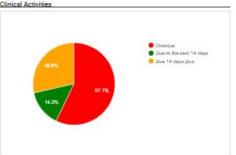
Dashboard Items

Similar to instant mini reports. Each item can be drilled down

Possible items can be

- Client Lists
- Task Lists
- •Client numbers by Branch
- Client Case load by FSC/by team
- •Clients that haven't had any contacts in XX Months
- Appointment Scheduling
- Current Safety Concerns







Schedule Widget

This widget is designed to create and manage Client or Non-Client appointments

Click to view the client record



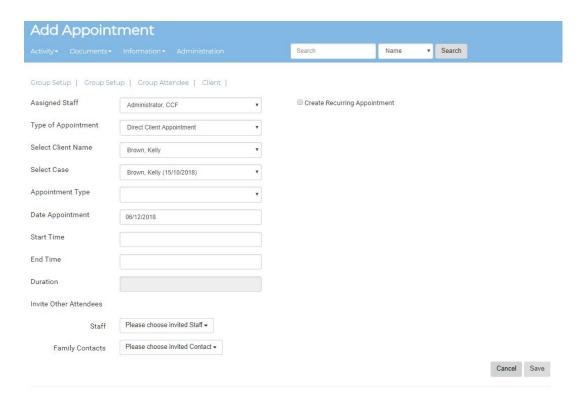
to add Notes or le appointment

Features

- •Allows for Direct Client time or indirect Client time i.e. Report writing, follow up, Grants and Financial support.
- •Pre define what type of appointment you have assigned i.e. First Meeting, Family Appointment, Individual session.
- •Links Client Appointments to the Client Notes
- •Allows for staff to move or reassign appointments easily if someone is away.
- Creates an Outlook appointment
- •Full reporting on Clinical verse Non Clinical time.

Schedule Widget

Example of the Appointment Screen

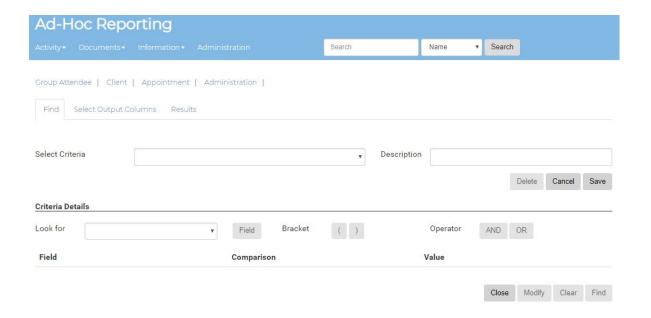


Features

- •Allows for Direct Client time or indirect Client time or Non Client Appointments.
- •Pre define what type of appointment you have assigned i.e. First Meeting, Family Appointment, Individual session.
- Reoccurring Sessions
- •Invites to Contacts and other professionals.

Ad-Hoc Reporting

For users with Boolean experience, they can create one-off reports, or save the search criteria and use it regularly



Features

- Create reports.
- •Review the data on screen, drill down if necessary.
- •Fields can be defined for the results screen and CSV.
- Export to CSV