




Sandata Mobile Connect (SMC) : 開始團體就診

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登入 SMC

- 點選 Sandata Mobile Connect 圖示 () 以啟動應用程式。
- 輸入登入憑證：
 - 公司代號 -
 - 對於 Sandata 電子就診驗證使用者 = 2- 後接帳號。範例 2-##### (##### = 帳號)
 - USERNAME - 使用者名稱憑證將根據代理機構組態而變更。
 - 員工的使用者名稱。
 - 密碼 - 密碼憑證將根據旅行社配置而變更。
 - 輸入您的密碼。
 - Touch ID (iOS) / 指紋 (Android) ()。
將手指放在裝置的指紋掃描器上。
 - Face ID (僅限 iOS) ()。
讓裝置的前置相機掃描您的臉孔。




注意：

請記住，若要使用生物識別功能登入，使用者必須在其行動裝置上啟用並註冊生物識別資料。如果無法使用生物辨識登入，請檢查裝置設定。

Sandata Mobile Connect*	Sandata Mobile Connect*	Sandata Mobile Connect*
<p>COMPANY ID *</p> <input type="text" value="Company ID"/>	<p>COMPANY ID *</p> <input type="text" value="Company ID"/>	<p>COMPANY ID *</p> <input type="text" value="Company ID"/>
<p>USERNAME *</p> <input type="text" value="Username"/>	<p>USERNAME *</p> <input type="text" value="Username"/>	<p>USERNAME *</p> <input type="text" value="Username"/>
<p>PASSWORD *</p> <input type="password" value="Password"/> 	<p>PASSWORD *</p> <input type="password" value="Password"/> 	<p>PASSWORD *</p> <input type="password" value="Password"/> 
<p>* Required field</p>	<p>* Required field</p>	<p>* Required field</p>
<p>LOG IN</p>	<p>LOG IN</p>	<p>LOG IN</p>
<p>FORGOT PASSWORD?</p>	<p>FORGOT PASSWORD?</p>	<p>FORGOT PASSWORD?</p>
<p>Privacy Policy 2.0.107 © 2018-2021 Sandata Technologies, LLC</p>	<p>2.0.177 © 2018-2021 Sandata Technologies, LLC</p>	<p>2.0.177 © 2018-2021 Sandata Technologies, LLC</p>


3. 點選登入。



COMPANY ID *

USERNAME *

PASSWORD *

* Required field

LOG IN

[FORGOT PASSWORD?](#)

[Privacy Policy](#)

從搜尋客戶開始群組拜訪 Tab（已知用戶端）

從搜尋客戶標籤（已知客戶）開始群組拜訪

1. 導覽至**搜尋客戶**標籤，並按照指示開始拜訪。
2. 點選**輸入客戶識別碼**欄位，輸入搜尋條件。
輸入完整的 10 位數 Medicaid ID 或客戶 ID 以尋找客戶。



注意：

如果您沒有客戶 Medicaid ID 或客戶 ID，請聯絡您的機構。

3. 點選**搜尋客戶**。
4. 點選**開始團體就診**。

The screenshot shows the Sandata mobile app interface. At the top, there is a blue header bar with a menu icon on the left and a share icon on the right. Below the header, there is a search bar with a magnifying glass icon and the text "12321111111". Below the search bar is a blue button labeled "SEARCH CLIENT". Below this, there is a white card displaying client information for "JULIET MONTGOMERY". The information includes "Client ID #: 678974", "MEDICAID ID #: 12321111111", "9999999999", and the address "26 Harbor Park Drive, Port Washington, NY 11050-0000". Below the client information, there are three blue buttons: "START VISIT", "START GROUP VISIT" (which is highlighted with a red border), and "JOIN GROUP VISIT".

5. 選擇首頁或社群。
6. 點選繼續。
這將記錄就診的位置，並繼續撥入或撥出流程。

ALTERNATE LOCATION

Please select your location *

Home ☐

Community ☐

CONTINUE

CANCEL

從搜尋客戶開始群組拜訪 Tab（已知用戶端）

7. 選擇服務。
用手指捲動服務清單。
8. 點選開始團體就診。

Service Selection screen showing a list of services and a 'START GROUP VISIT' button.

Header: SERVICE SELECTION

Date: Tuesday, August 24, 2021

Name: JULIET MONTGOMERY

Please select the service you are providing

- RN Assessment (T1001)
- Passport - Waiver Choices HCAS (T2025)
- OHCW - Choices HCAS (T2025)
- Occupational Therapies (G0152)
- OHCW PCA (T1019)
- Passport HCA (S5125)

START GROUP VISIT

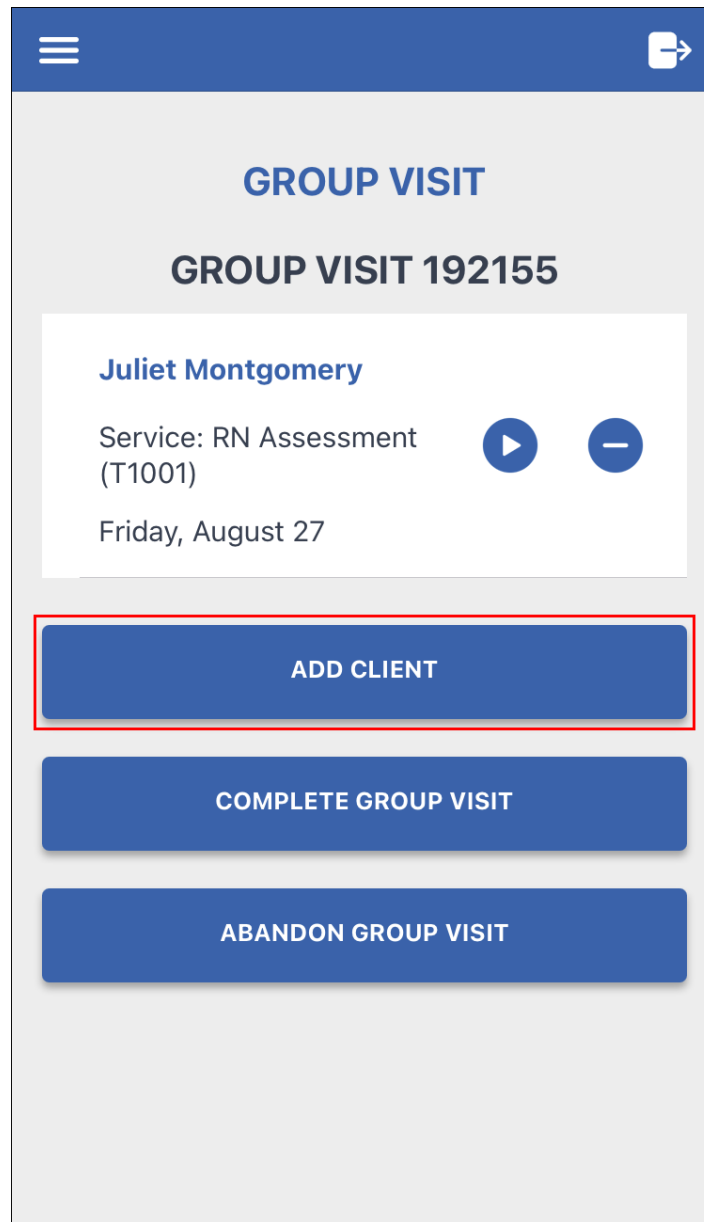
9. 點選是開始回診。

The screenshot shows a mobile application interface. At the top, there is a dark blue header with a menu icon on the left and a share icon on the right. Below the header, the text 'OHCW HCA (S5125)' is displayed. Underneath, there is a section titled 'Participant-Directed Homemaker-Personal Care'. A white modal dialog box is centered on the screen with the title 'START VISIT' in blue. Below the title is a clock icon. The text inside the dialog reads: 'Service: RN Assessment (T1001)', 'Clock-In: 05:08 PM', and 'Are you sure you want to start the visit?'. At the bottom of the dialog are two blue buttons: 'NO' and 'YES'. The 'YES' button is highlighted with a red rectangular border. Below the dialog, the text 'Passport HCA (S5125)' is visible. At the very bottom of the screen is a dark blue button labeled 'START VISIT'.

新增其他客戶至群組拜訪

開始群組拜訪後，使用者可以在群組拜訪中新增其他客戶。

1. 點選**新增客戶**。



2. 搜尋客戶。
輸入完整的 10 位數 Medicaid ID 或客戶 ID 以尋找客戶。
3. 按一下**開始就診**。

The screenshot displays the Sandata mobile application interface. At the top, there is a blue header bar with a menu icon on the left and a share icon on the right. Below the header, the app is divided into two tabs: 'CLIENTS' and 'SEARCH CLIENT'. The 'SEARCH CLIENT' tab is currently selected. Under this tab, there is a search section with the label 'Enter Client Identifier'. This section contains a search input field with a magnifying glass icon on the left and a clear 'x' icon on the right. The text '238223829' is entered into the field. Below the input field is a blue button labeled 'SEARCH CLIENT'. Further down, a client profile card is shown for 'JULIA ROBERS'. The card displays the following information: 'Client ID #: 574638', 'MEDICAID ID #: 238223829', and '9999999999'. Below the text is a blurred image of a person. At the bottom of the card is a blue button labeled 'START VISIT'. Red rectangular boxes are drawn around the search input field and the 'START VISIT' button to highlight them.

4. 選擇首頁或社群。
5. 點選繼續。
這將記錄就診的位置，並繼續撥入或撥出流程。

ALTERNATE LOCATION

Please select your location *

Home

☐

Community

☐

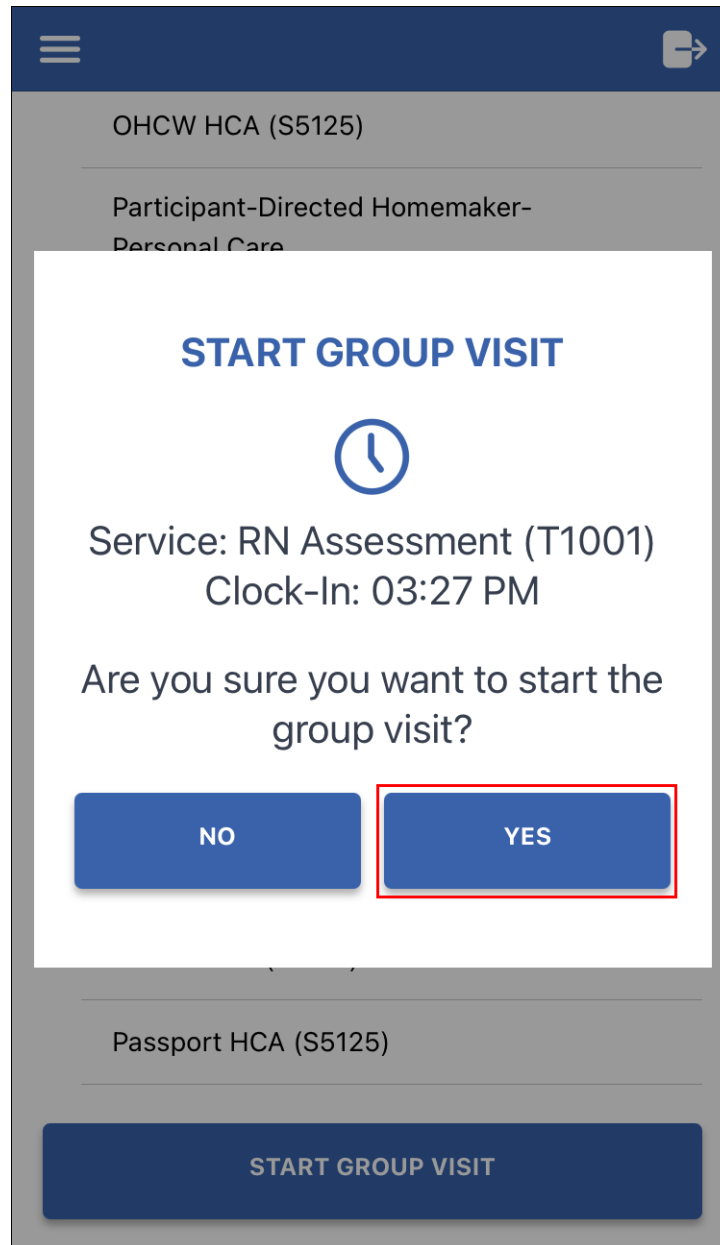
CONTINUE

CANCEL

6. 選擇服務。
用手指捲動服務清單。
7. 點選開始團體就診。

The screenshot shows a mobile application interface for Sandata. At the top, there is a blue header bar with a menu icon on the left and a share icon on the right. Below the header, the title "SERVICE SELECTION" is centered in blue. Underneath the title, a white box contains the date "Friday, August 27, 2021" and the name "JULIA ROBERS" in bold. Below this box, the text "Please select the service you are providing" is displayed. A list of services is shown, each on a separate line with a horizontal separator: "RN Assessment (T1001)", "Passport - Waiver Choices HCAS (T2025)", "OHCW - Choices HCAS (T2025)", "Occupational Therapies (G0152)", "OHCW PCA (T1019)", and "Passport HCA (S5125)". At the bottom of the screen, there is a blue button with the text "START GROUP VISIT" in white. A red rectangular box highlights the entire list of services and the "START GROUP VISIT" button.

8. 點選是。



The screenshot shows a mobile application interface. At the top, there is a dark blue header with a menu icon on the left and a share icon on the right. Below the header, the text "OHCW HCA (S5125)" is displayed. Underneath, there is a section titled "Participant-Directed Homemaker- Personal Care". A white dialog box is centered on the screen with the title "START GROUP VISIT" in blue. Below the title is a clock icon. The text "Service: RN Assessment (T1001)" and "Clock-In: 03:27 PM" is shown. The question "Are you sure you want to start the group visit?" is displayed. At the bottom of the dialog are two buttons: "NO" and "YES". The "YES" button is highlighted with a red border. Below the dialog, the text "Passport HCA (S5125)" is visible. At the very bottom, there is a dark blue button labeled "START GROUP VISIT".

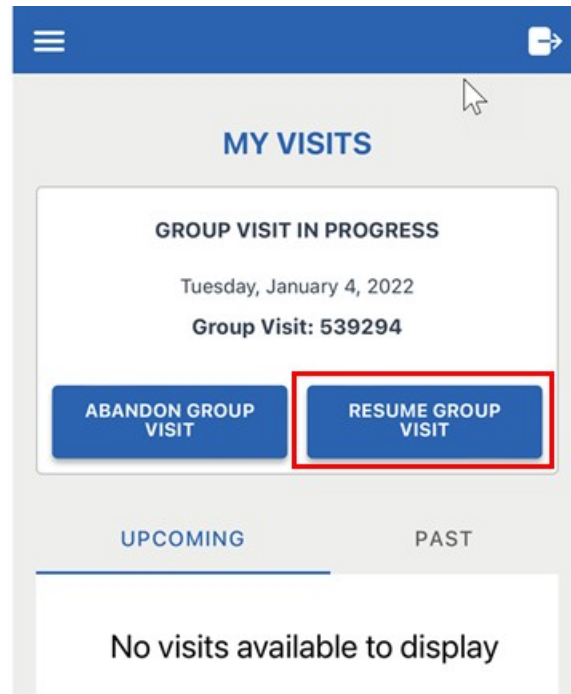


注意：

重複此程序以新增任何其他用戶端，或將裝置放下並開始提供服務。裝置將自動登出。當您準備好完成就診時（s）請重新登入。

完成團體就診（員工）


1. 登入應用程式。
1. 點選恢復團體就診。

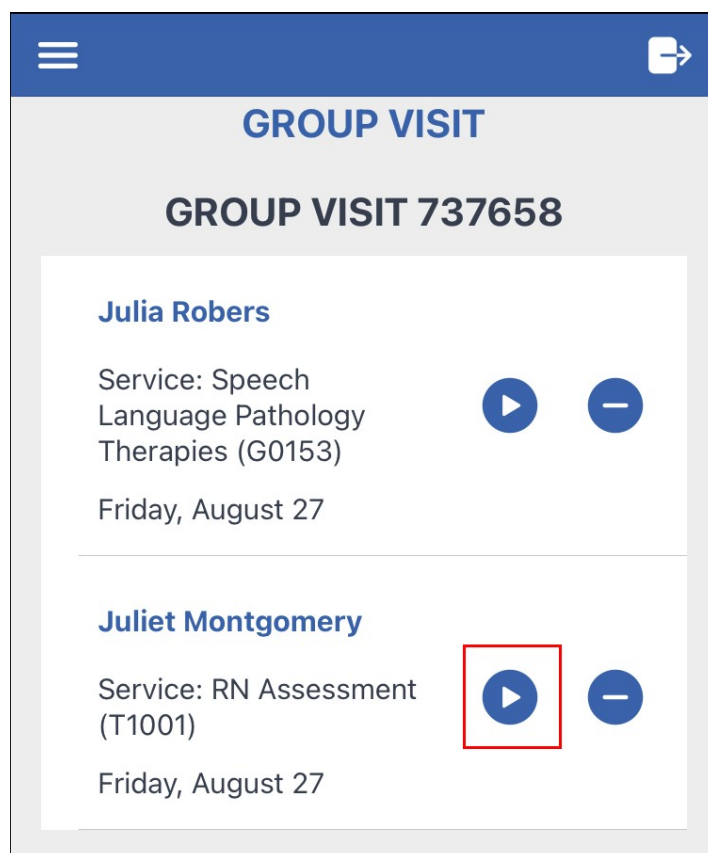


2. 按一下箭頭以選擇客戶。

注意：



點選破折號（）以放棄個別客戶的拜訪，或點選 **ABANDON 集團拜訪** 以放棄群組中所有客戶的拜訪。這將在未完成通話的情況下結束就診。當照顧者忘記在輪班結束時登出時，請掛斷電話。掛斷通話可讓其他照護者使用裝置。



3. 點選**新增任務**以開啟任務清單。

☰

➔

VISIT IN PROGRESS

Friday, August 20, 2021
JOE SANDARS
Clock-In: 04:40 PM
Service(s): BI PAB 2:1

ABANDON VISIT COMPLETE VISIT

TASKS OBSERVATIONS VISIT NOTE

Add Tasks

4. 從任務清單中點選適用的任務（們）。
某些任務需要使用者在欄位中輸入值（例如體重、血壓或車資）。
5. 點選**新增任務**以關閉任務清單。

VISIT IN PROGRESS

Friday, August 20, 2021
JOE SANDARS
Clock-In: 04:40 PM
Service(s): BI PAB 2:1

ABANDON VISIT **COMPLETE VISIT**

TASKS **OBSERVATIONS** **VISIT NOTE**

Add Tasks



- ☒ Administer Medication(s)
- ☐ Assist/Feed
- ☒ Bed Bath
- ☐ Bed Mobility/Transfers
- ☐ Bedpan
- ☐ Blood Glucose Monitoring
- ☐ Blood Pressure
- ☒ Brush Hair
- ☐ Catheter Care

6. 點選任務完成、任務未完成或客戶拒絕。

The screenshot shows the Sandata mobile application interface. At the top, there is a blue header bar with a menu icon on the left and a back arrow on the right. Below the header, there are three tabs: 'TASKS' (selected), 'OBSERVATIONS', and 'VISIT NOTE'. Under the 'TASKS' tab, there is a blue button labeled 'Add Tasks'. Below this button, there are three task lists, each with a title and three radio button options:

- Administer Medication(s) ***
 - ☐ Task Completed
 - ☐ Client Refused
 - ☐ Task Not Completed
- Bed Bath ***
 - ☐ Task Completed
 - ☐ Client Refused
 - ☐ Task Not Completed
- Brush Hair ***
 - ☐ Task Completed
 - ☐ Client Refused
 - ☐ Task Not Completed

7. 點選完成就診。



VISIT IN PROGRESS

Friday, August 20, 2021
JOE SANDARS
Clock-In: 04:40 PM
Service(s): BI PAB 2:1

ABANDON VISIT**COMPLETE VISIT**

TASKS

OBSERVATIONS

VISIT
NOTE

Add Tasks

☒ Administer Medication(s)

☐ Assist/Feed

☒ Bed Bath

☐ Bed Mobility/Transfers

☐ Bedpan

☐ Blood Glucose Monitoring

☐ Blood Pressure

☒ Brush Hair

☐ Catheter Care

8. 選擇首頁或社群。
9. 點選繼續。
這將記錄就診的位置，並繼續撥入或撥出流程。

ALTERNATE LOCATION

Please select your location *

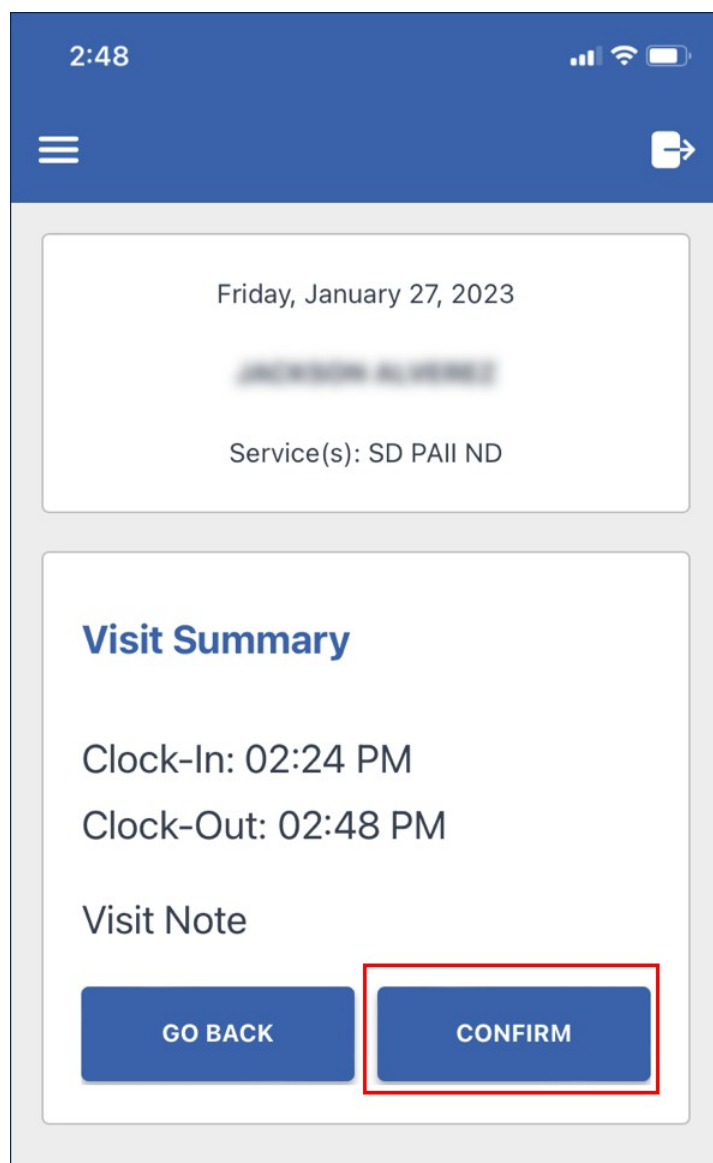
Home ☐

Community ☐

CONTINUE

CANCEL

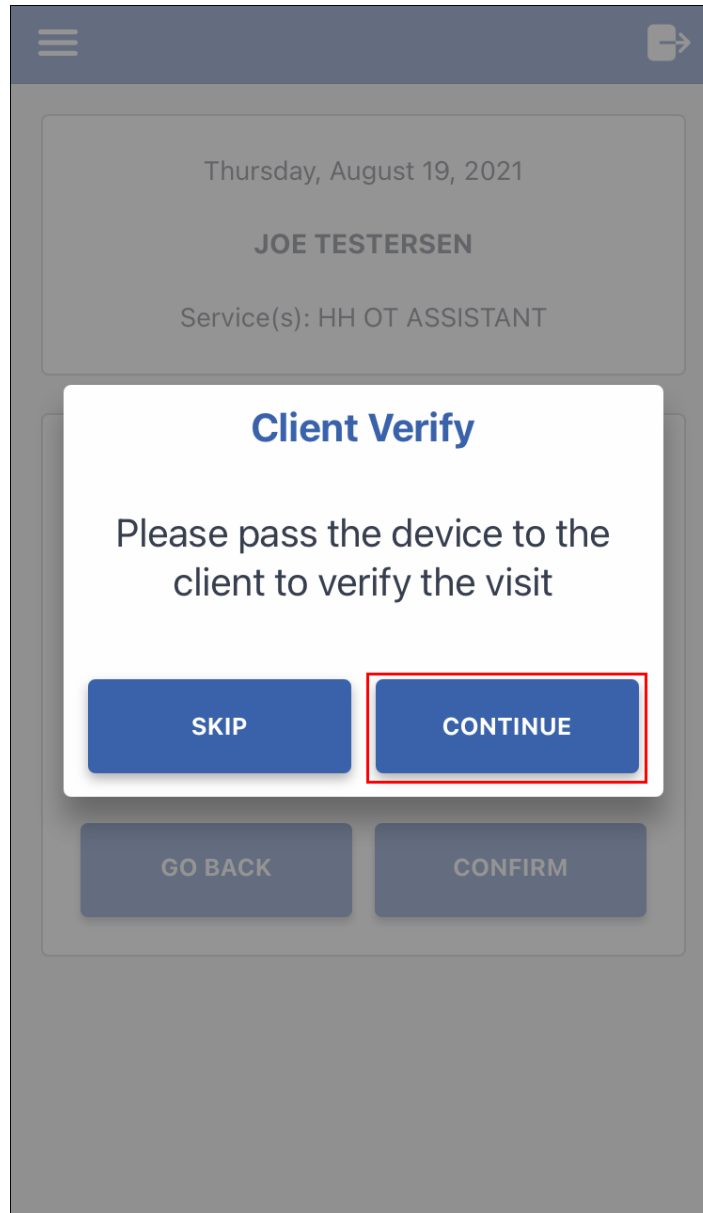
10. 點選**確認**。



The screenshot shows a mobile application interface for confirming a visit. At the top, the status bar displays the time 2:48, signal strength, Wi-Fi, and battery icons. Below the status bar is a blue header with a white menu icon on the left and a white share icon on the right. The main content area is white and contains the following elements: a date separator "Friday, January 27, 2023", a blurred text field, and the text "Service(s): SD PAII ND". Below this is a section titled "Visit Summary" in blue, followed by "Clock-In: 02:24 PM" and "Clock-Out: 02:48 PM". Underneath is the "Visit Note" section, which is currently empty. At the bottom, there are two blue buttons: "GO BACK" on the left and "CONFIRM" on the right. The "CONFIRM" button is highlighted with a red rectangular border.

完成團體就診（客戶確認）

1. 點選繼續。
將裝置傳給客戶以驗證拜訪。



完成團體訪視（客戶同意 緊實）

2. 從清單中選擇語言。
3. 點選繼續。

CONFIRM LANGUAGE

Thursday, August 19, 2021

JOE TESTERSEN

Service: HH OT ASSISTANT

Please select your preferred language

English

Ilokano

Tagalog

粵語

普通話

CONTINUE

4. 點選**確認**或**拒絕**以記錄核准或拒絕服務和拜訪時間。

5. 點選**繼續**。

CLIENT VERIFICATION

Thursday, August 19, 2021
JOE TESTERSEN
Service: HH OT ASSISTANT

Service:
HH OT ASSISTANT

DENY **CONFIRM**

Visit Time:
04:26 PM - 04:53 PM

DENY **CONFIRM**

GO BACK **CONTINUE**

6. 點選**確認**。

CLIENT CONFIRMATION SUMMARY

Thursday, August 19, 2021
JOE TESTERSEN
Service: HH OT ASSISTANT

Confirmation Summary

Service(s): Confirmed
Visit Time: Confirmed

GO BACK **CONFIRM**

完成團體訪視（客戶同意 緊實）

7. 點選簽名或錄音。

A. 簽名。

- i. 用手指在裝置上簽名。
- ii. 點選繼續。

Thursday, August 19, 2021

JOE TESTERSEN

Service: HH OT ASSISTANT

SIGNATURE VOICE RECORDING

Sign by using your finger on the device


CONTINUE

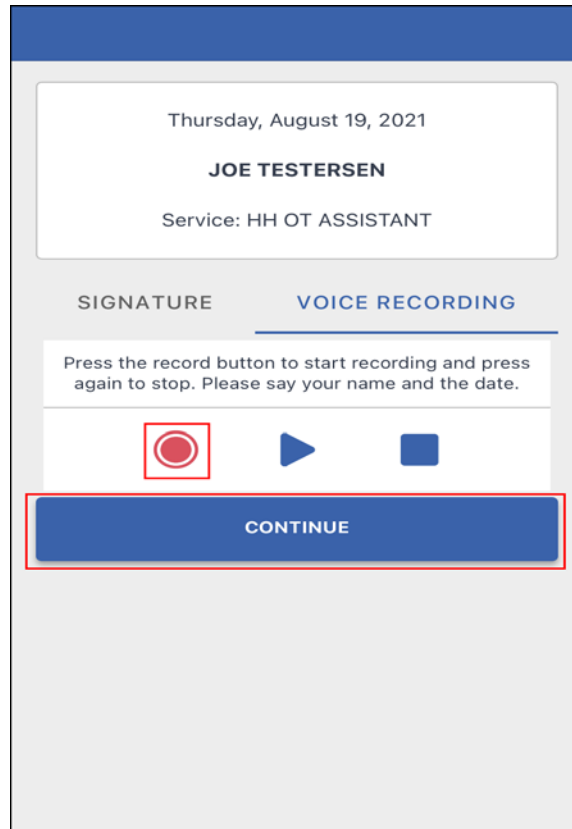


注意：

點選 (X) 以清除簽名欄位。

B. 語音錄音。

- i. 點選**錄製**（）。
用戶端會在裝置中說出其名稱和日期。
- ii. 點選錄製按鈕停止錄製。
- iii. 點選**繼續**。



注意：
點選錄製以覆寫現有的語音錄音。



注意：
語音錄音最長可達 15 秒。按一下播放按鈕可播放錄製的音訊。

完成團體訪視（客戶同意 緊實）

8. 點選提交。

The image displays two side-by-side screenshots of a mobile application interface titled "CLIENT CONFIRMATION SUMMARY". Both screens show the date "Thursday, August 19, 2021", the name "JOE TESTERSEN", and the service "Service: HH OT ASSISTANT". The left screenshot shows a signature in the "Identification Summary" section, and the "SUBMIT" button at the bottom is highlighted with a red box. The right screenshot shows the same screen but with a play button and a square button in the "Identification Summary" section, and the "SUBMIT" button at the bottom.

9. 點選繼續。

The image shows a screenshot of the "CLIENT CONFIRMATION SUMMARY" screen with a modal dialog box overlay. The dialog box contains the text "Client Verification Submitted" and a checkmark icon. Below the dialog box, the "CONTINUE" button is highlighted with a red box. The background screen shows the same information as the previous screenshots, including the signature.



注意：

完成就診後，您將自動登出應用程式。重新登入並重複完成群組拜訪中任何其他客戶的拜訪流程，如適用。