

# How to Start My Day with Android – HTC EVO 4GLTE

Enter PIN number and enter to unlock device  
(And any time the device locks out)



1. Tap on PointCare Icon



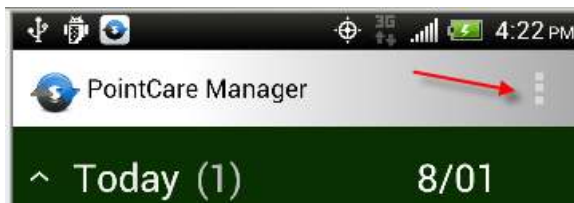
2. Then enter password (tap in white box) then tap on Login



3. Once your logged into PointCare tap the Back Button on the device to get to your visit screen



4. Once at the visit screen tap on the Menu Button



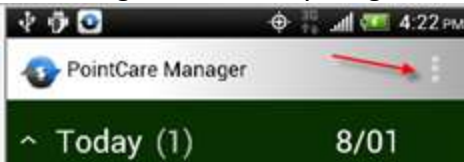
5. Tap on the SYNC icon



- Once the sync is complete scroll to the top of the screen until you see TODAY Tap on individual visits to Accept/Miss/Reschedule/Decline or PRESS and HOLD on the word Today until the Accept All Visits option pops up



- After seeing the “Please Sync again in order to start your visits”, tap on Menu button and tap on Sync



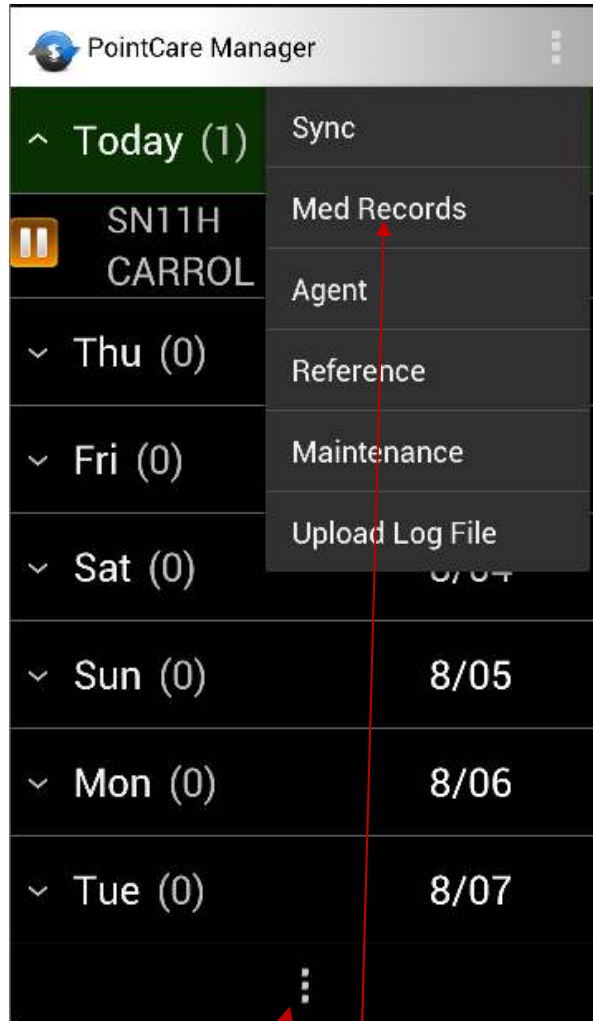
- Once the sync is done you can tap close and then you will be able to start your visits.



Remember PointCare on Android operates JUST like PointCare on the Windows devices. You have to Sync just like you did on the old devices. You will need to do Selective Refresh every Monday. If a nurse you need to do the FDB Update. Valet will be done when e-mail received from [HCHBSupport@sunh.com](mailto:HCHBSupport@sunh.com). Visits need to be documented and sent back on the day they happen. Enter your mileage just as you do now. Enter your pay time just as you do now.

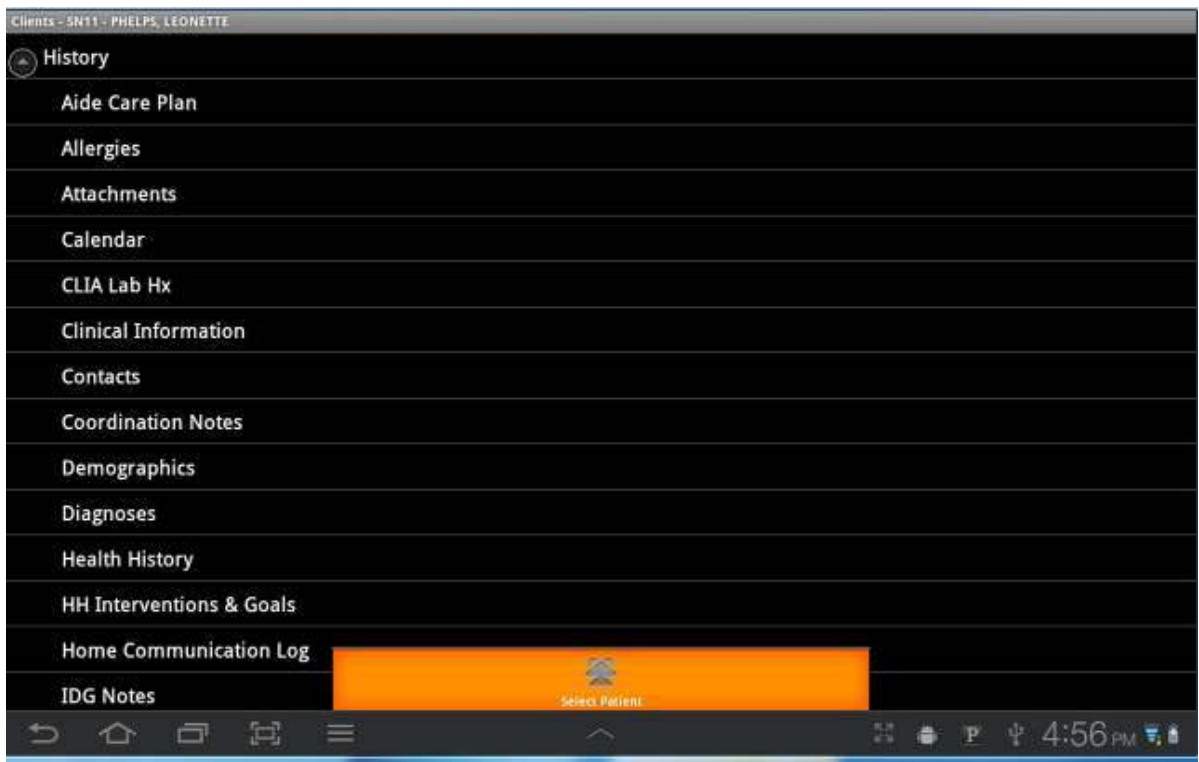
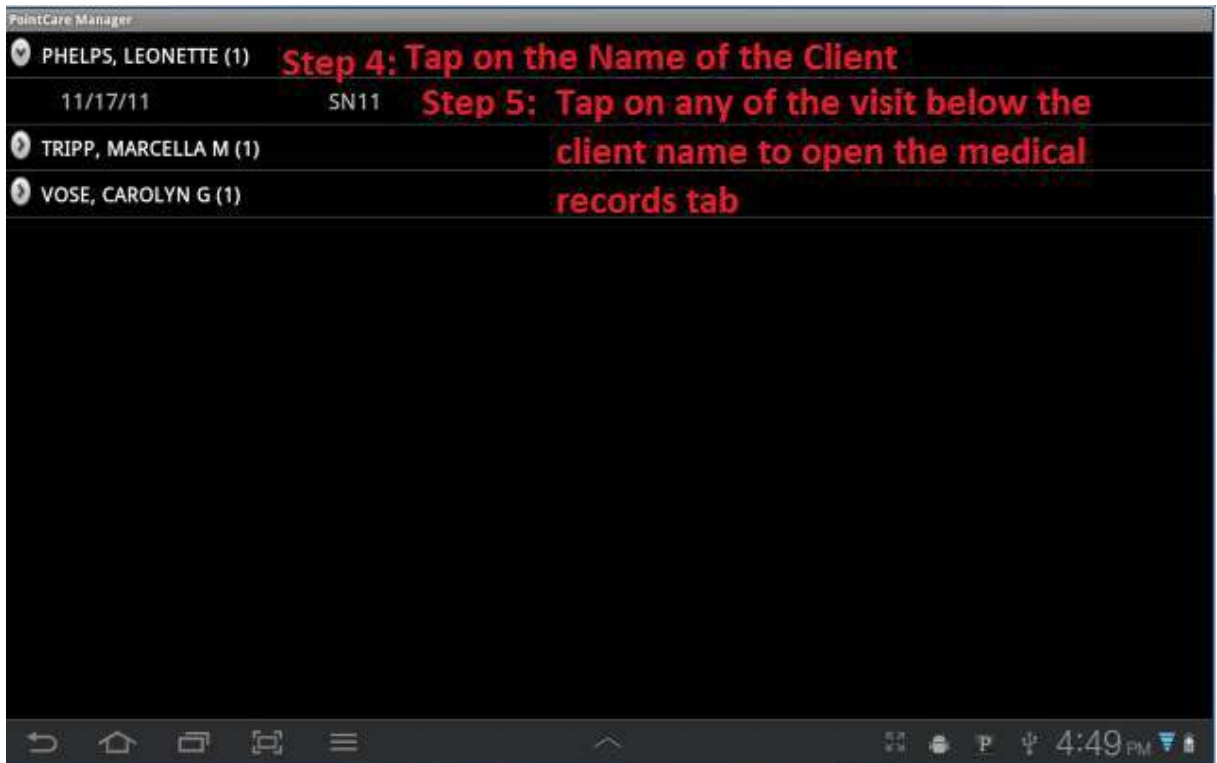
E-mail passwords will still have to be changed every 90 days on the computer then on the device.

# How to View a Patient's Medical Records, Demographics & Attachments



Step 1: Tap on the Menu icon at the bottom of the screen

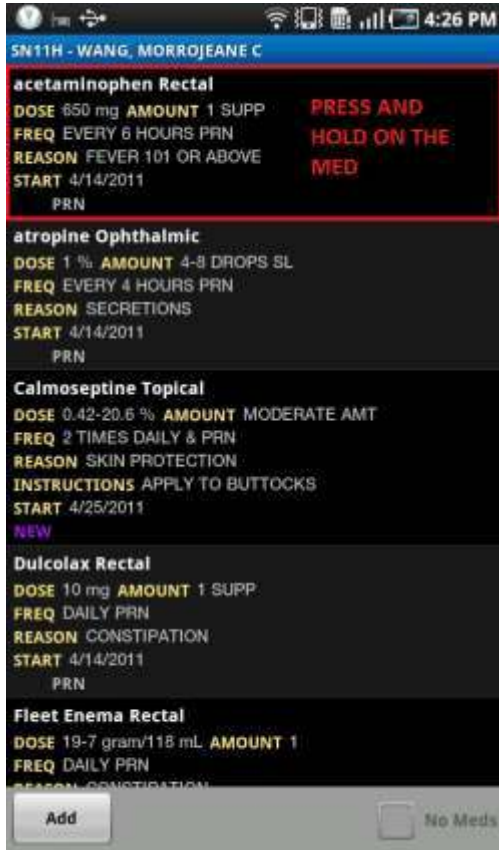
Step 2: Tap on the Medical Records Icon highlighted above

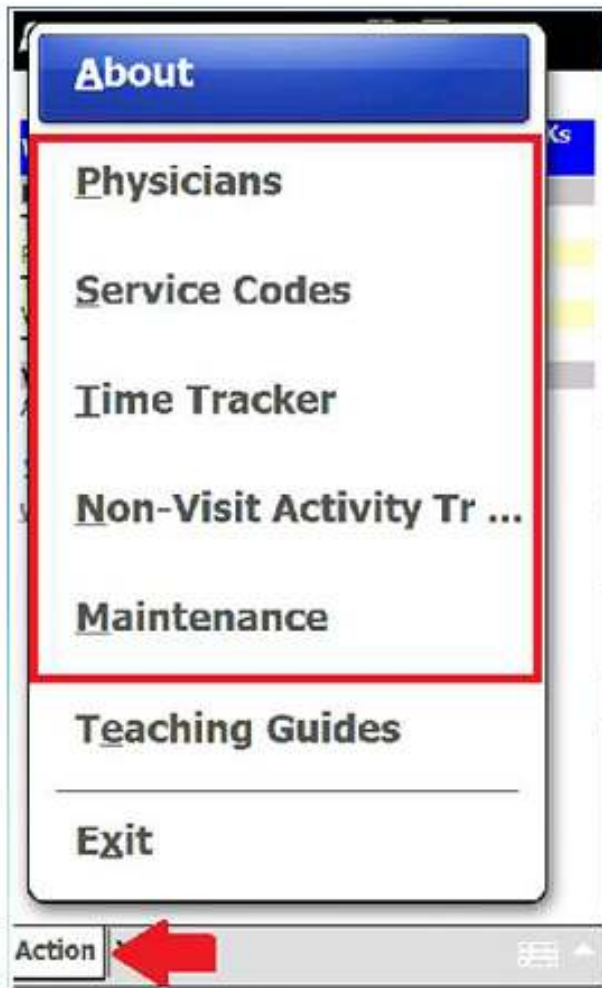


Tap the Menu key again to Bring up the Select Patient menu or tap the back key to go back to the visit screen.

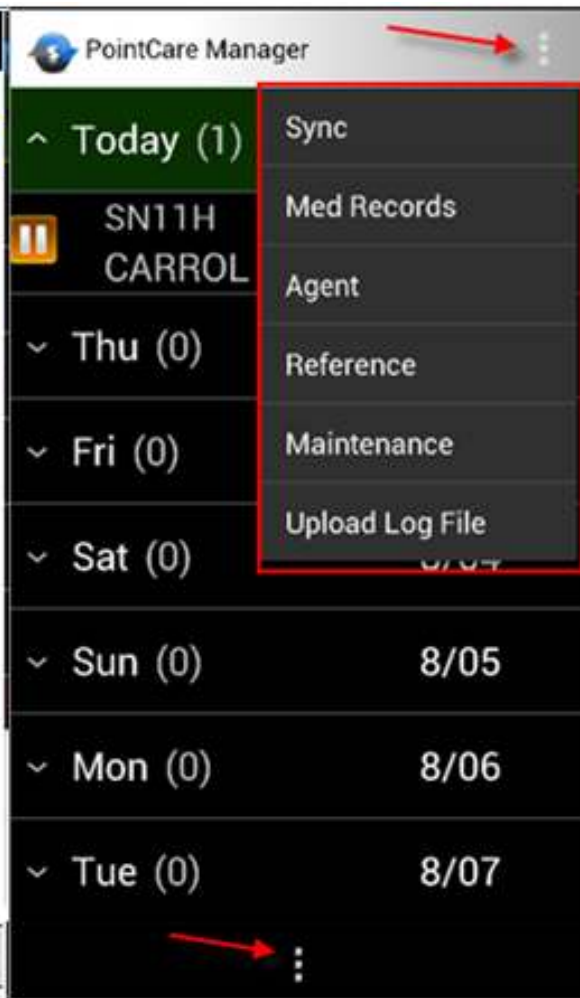
## Q. How to DC Medications, Demographics and other areas where screens/options seem to be missing.

A. Android menus appear using the Tap and Hold technique in various areas or Pointcare. Ie: When DC'ing a medication in a new orders you must press and hold on the med to get the menu. (See Below)

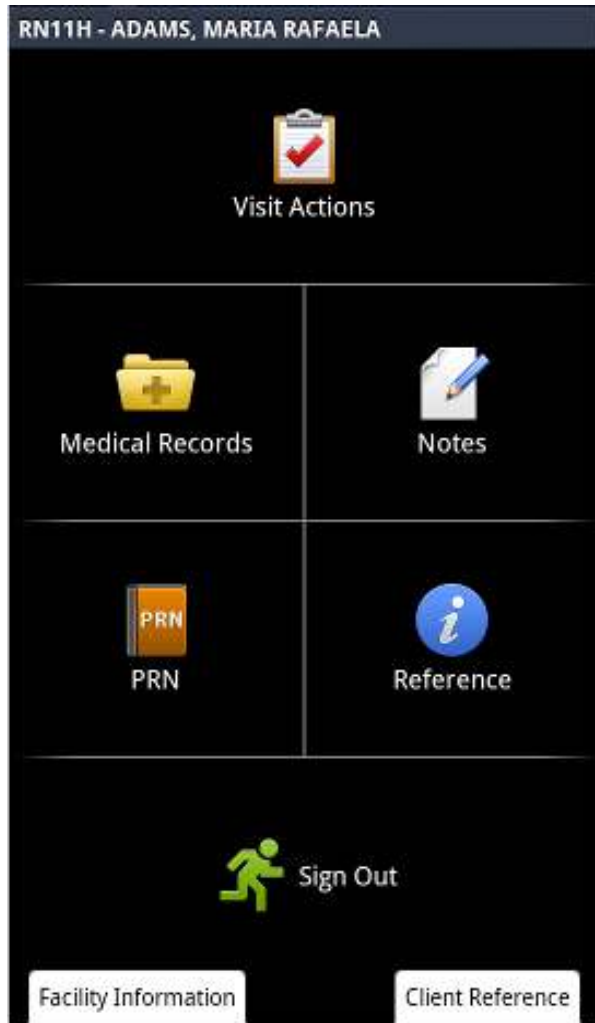




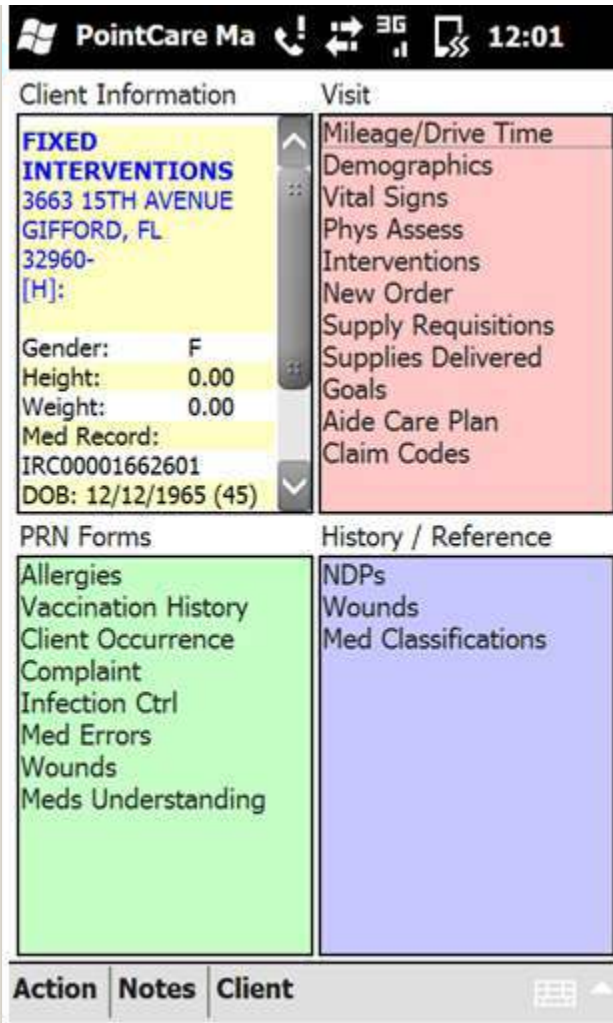
Windows



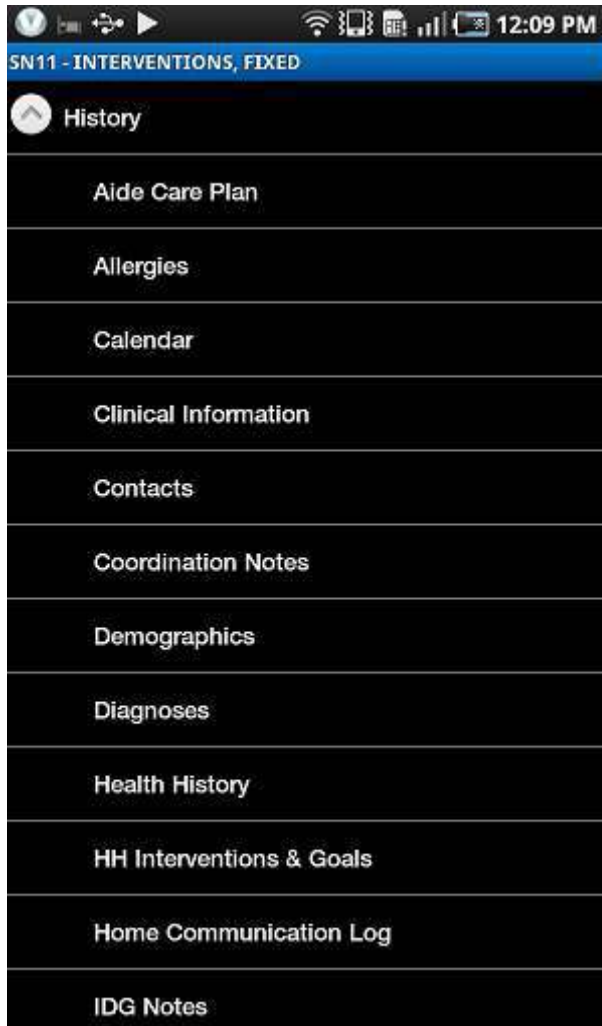
Android



Andriod Visit Screen



Windows Visit Screen



Client History - Andriod

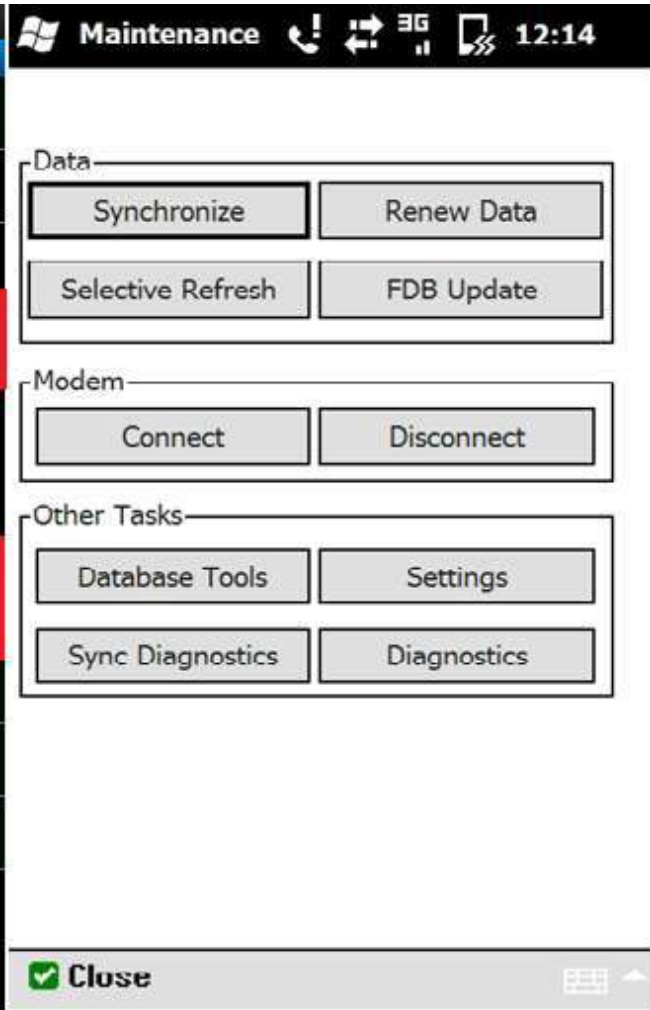


Client History- Windows





Andriod - Valet & Selective Refresh



Windows - Selective Refresh

### Tap Sign Out

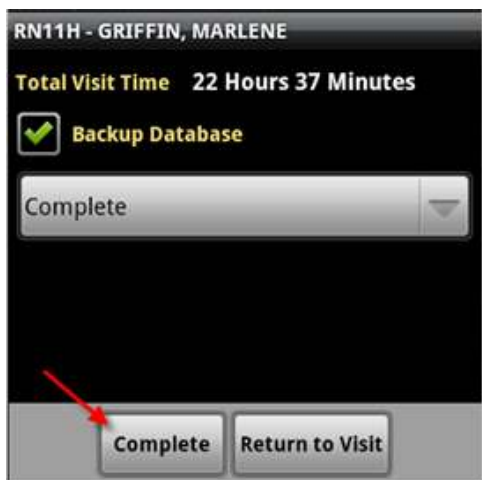


### Exiting Visit

### Choose a disposition



### For complete tap "Complete" at the bottom



### For incomplete choose a reason and date then tap incomplete



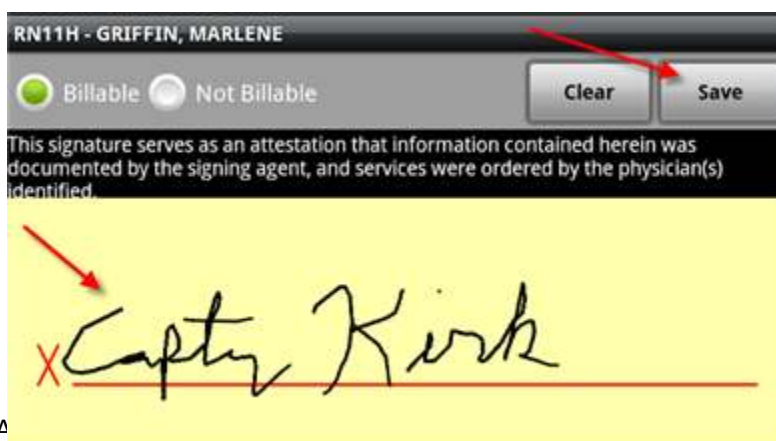
### Choose date then tap set



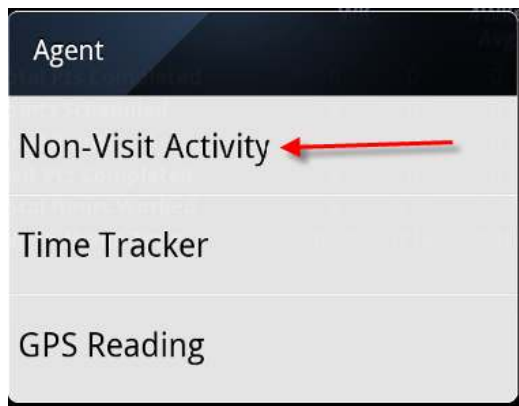
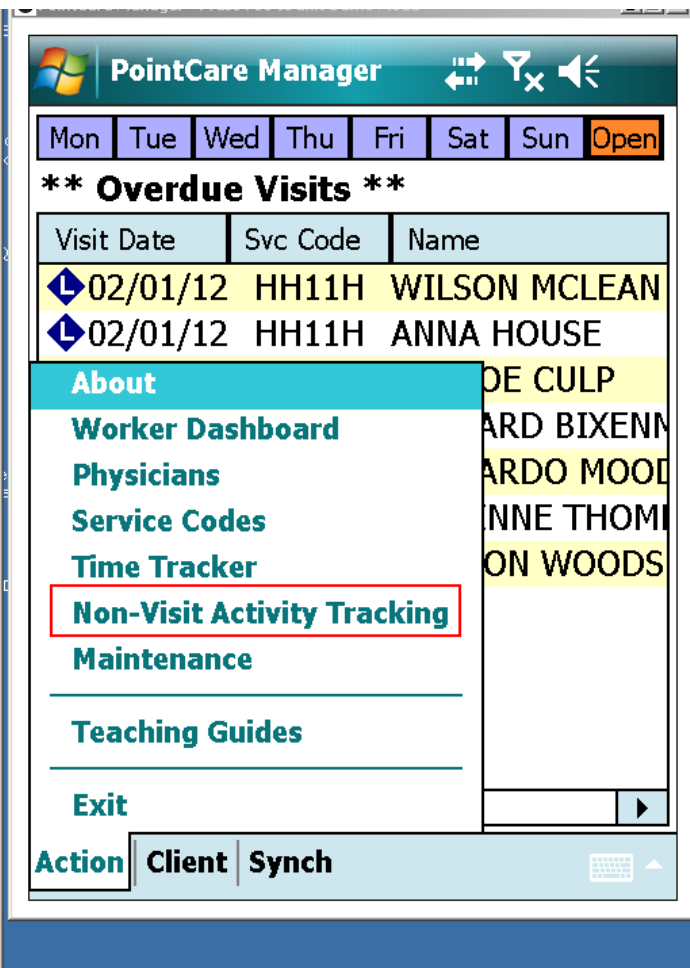
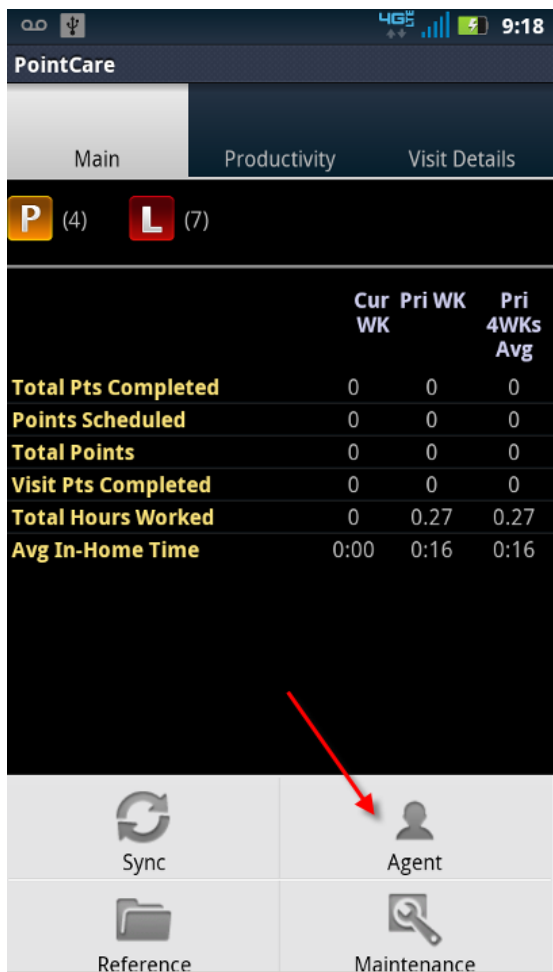
### Still need agent and Client/Caregiver signature



### Use finger to sign on the screen, once done tap "Save"



# Non-Visit Time



**PointCare Manager**  
Non-Visit Time Item

**Service Line**  
HOSPICE

**Branch**  
COR

**Type**  
<Choose>

**Quantity**

Date	Start	End
<input type="button" value="Edit"/>	<input type="button" value="Edit"/>	<input type="button" value="Edit"/>

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**Travel Info**












Destination: N/A

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**Details**

# Visit Status Icons Table

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	Accepted
	Late
	Declined
	Complete
	Incomplete
	Missed
	Non-Admit
	Office reassign
	Paused
	Pending
	Reschedule