

# Back to the Future

## New AWARDS Features 2018

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# Poll:

Who reads the monthly FootNotes Newsletter and/or the new enhancements announcement on the Home Screen?



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# 2018 Enhancements (January - June)

## The Highlights

- Module/Menu Fly-Outs (April, ongoing)
- Reports Menu & Bookmarking Reports (ongoing)
- FormBuilder Enhancements (April)
- Nightly Absences (April)
- Providers Updates (March)



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# Module and Menu Fly-Outs

- Each module that has been transitioned to the new menu fly-out structure will, when clicked from the Home screen, display a menu list containing all features located within that module
- Clicking a feature from the list takes you directly to the next screen in the selected feature's data entry workflow - be it an index, settings page, client selection page, or otherwise

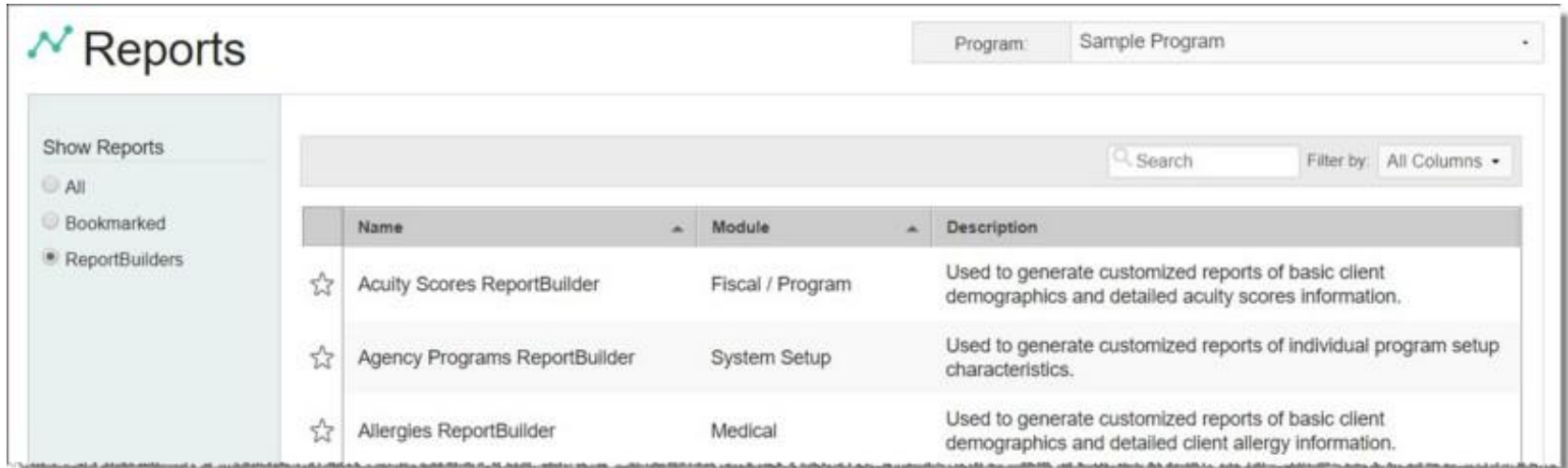


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# Reports Menu and Bookmarking Reports



The screenshot displays the 'Reports' section of a software interface. At the top left, there is a 'Reports' header with a green line icon. To the right, a dropdown menu shows 'Program: Sample Program'. Below the header, there is a sidebar on the left with the text 'Show Reports' and three radio button options: 'All', 'Bookmarked', and 'ReportBuilders' (which is selected). The main area contains a search bar and a 'Filter by: All Columns' dropdown. Below these is a table with three columns: 'Name', 'Module', and 'Description'. The table lists three report builders, each with a star icon in the first column.

	Name	Module	Description
☆	Acuity Scores ReportBuilder	Fiscal / Program	Used to generate customized reports of basic client demographics and detailed acuity scores information.
☆	Agency Programs ReportBuilder	System Setup	Used to generate customized reports of individual program setup characteristics.
☆	Allergies ReportBuilder	Medical	Used to generate customized reports of basic client demographics and detailed client allergy information.



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# FormBuilder Enhancements

## Default Form Option Now Available

- A form can now be set to be selected by default in the "Include" drop-down list for data entry if it is configured for one of the following locations:
  - Discharge - to be included on the process discharge form
  - Group Notes - as an option to be included on a group note
  - Incidents - to be included in Incident Reports
  - Medical - as an option to be included on the Medical Appointment Form
  - Program Status - as an option to be included on the Program Status form
  - Progress Notes - as an option to be included in a progress note
  - Services - to be included on the Service Plan Coversheet



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# FormBuilder Enhancements

## Commonly Used "Advanced Settings" Relocated

- When configuring a form, many of the settings specific to the selected field type were previously accessible only upon clicking an Advanced Settings link at the top of the page. Now the most commonly used of those "advanced" settings are displayed on the *Add/Update a Form Field* page by default, streamlining the configuration process



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# Poll:

Who uses/is familiar with the Nightly Absences functionality in AWARDS?



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# Nightly Absences Update

## Now Configurable

- The list of statuses is now configurable by program type
- For each program type, users can designate which status(es) indicate **Present**, **Hospitalized**, or **Other**. They can also identify which Present status will be the default and which Hospitalized status will be the default if there is a Hospitalization record present
- Configured statuses can be linked to BillingBuilder procedures



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# Poll:

Who uses Providers functionality?

If you're not yet using it, is it being considered for use  
by your agency?



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# Providers Updates

**The following updates have been made to the Providers feature:**

- The Face Sheet displays the Agency/Practice name in the Providers section if the provider is associated with an agency
- Previously, when adding the Providers dynamic section onto a FormBuilder form, you could not have the contact methods display on the form. This enhancement allows you to include Contact Methods by selecting that option under the Modify Fields link
- When creating a new provider record with the Administration > Providers Directory feature, the First Name of the provider is no longer a required field



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# 2018 Enhancements - Still to Come!

- ExportBuilders – Value Mapping & AWARDS Fields
- E-Signatures:
  - Progress Notes Enhancements
  - E-Signable Records Report
- Transportation Updates



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# Poll:

Who uses e-signatures for Progress Notes now?  
Has anyone started using the new e-signatures in  
PlanBuilder?



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# Poll:

Who joins the monthly new features and enhancements webinars, or watches the saved recordings?



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# Q & A



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# Be sure to fill out your report card!

Give us your completed report card after your PM II session to be entered into the raffle to **win** a **Google Home Max!**



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