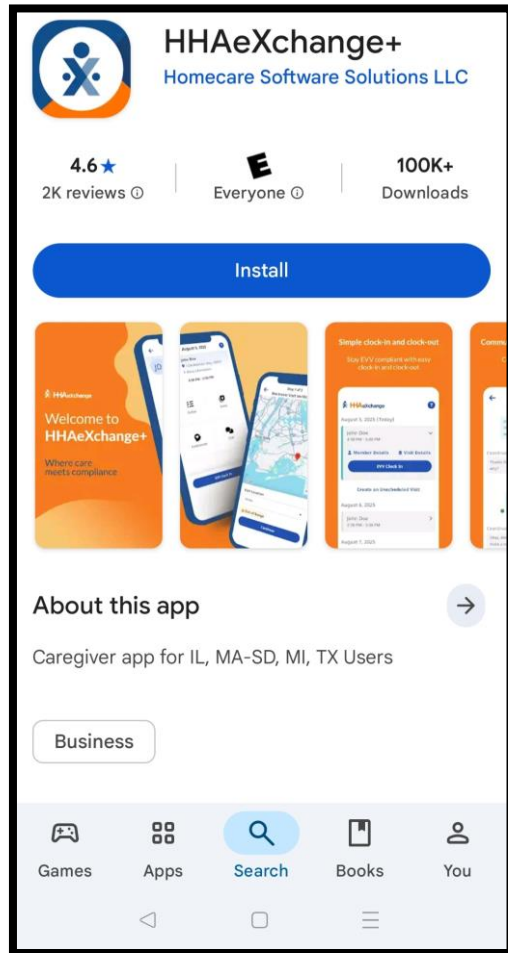


SET UP PROCESS

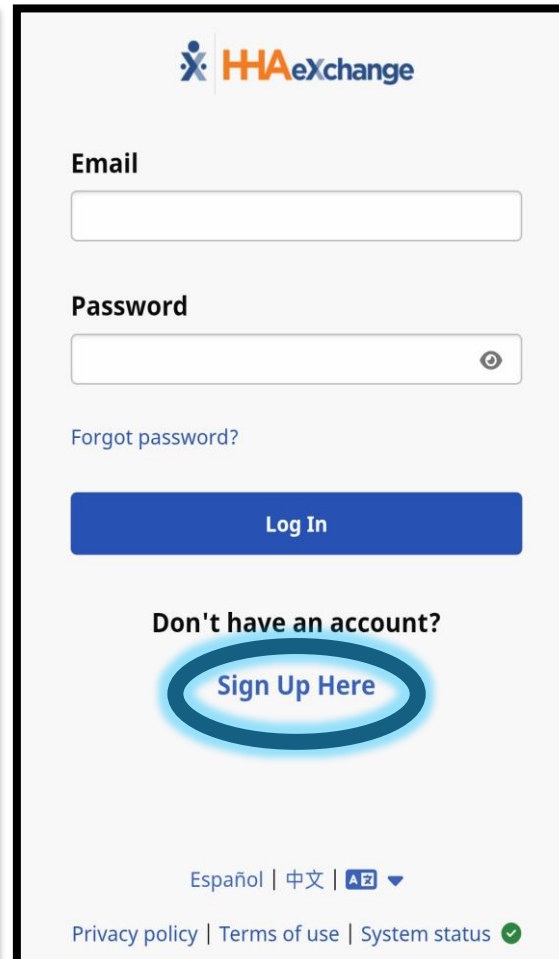
STEP 1. INSTALL APP



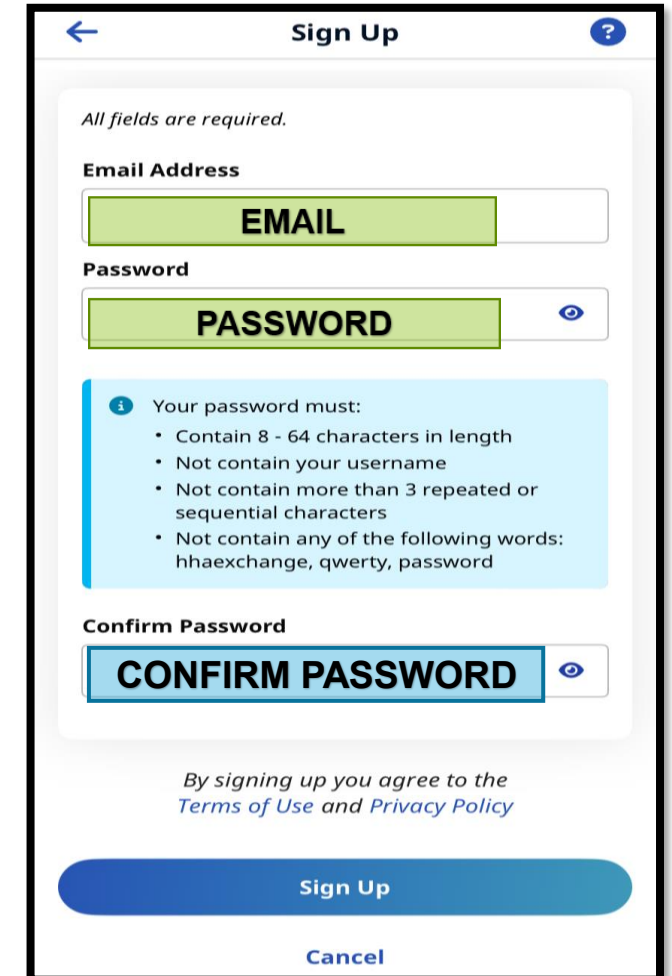
STEP 2. SELECT LANGUAGE



STEP 3. SIGN UP

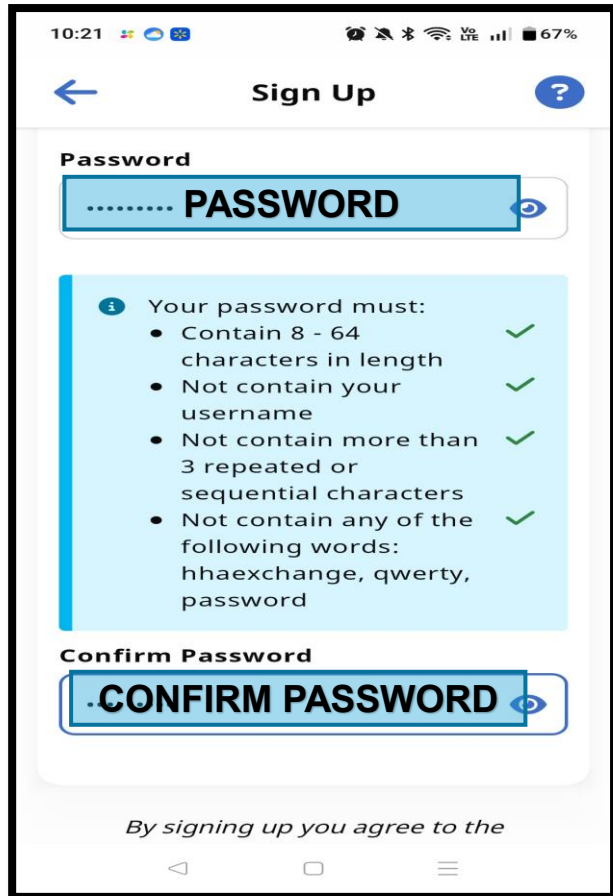


STEP 4. CREATE ACCOUNT



SET UP PROCESS

STEP 5. MAKE SURE BOTH PASSWORD MATCH



10:21 67%

Sign Up

Password

..... **PASSWORD**

Your password must:

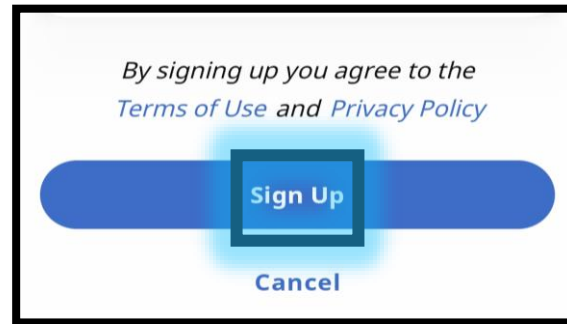
- Contain 8 - 64 characters in length ✓
- Not contain your username ✓
- Not contain more than 3 repeated or sequential characters ✓
- Not contain any of the following words: hhaexchange, qwerty, password ✓

Confirm Password

.CONFIRM PASSWORD

By signing up you agree to the

STEP 6. AT THE BOTTOM PRESS SIGN UP

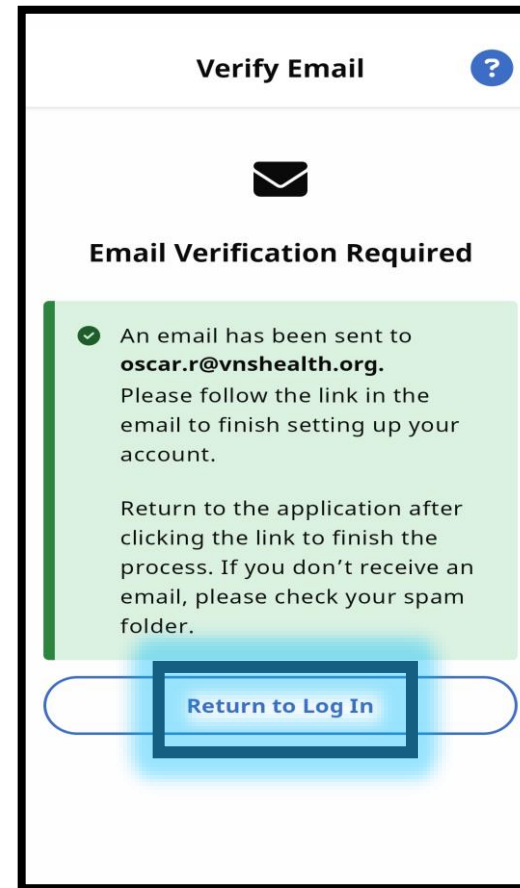


*By signing up you agree to the
Terms of Use and Privacy Policy*

Sign Up

Cancel

STEP 7. EMAIL VERIFICATION REQUIRED



Verify Email

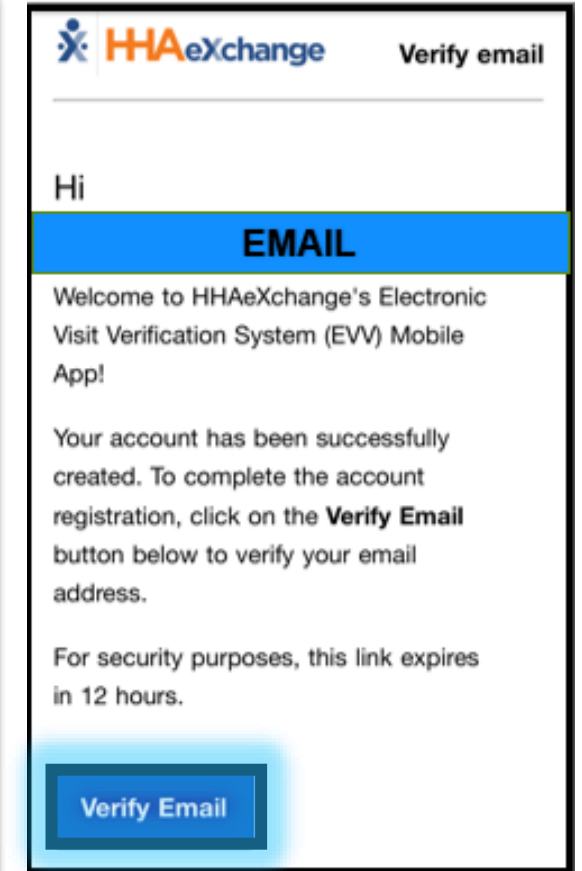
Email Verification Required

✓ An email has been sent to **oscar.r@vnshealth.org**. Please follow the link in the email to finish setting up your account.

Return to the application after clicking the link to finish the process. If you don't receive an email, please check your spam folder.

Return to Log In

STEP 8. CHECK YOUR EMAIL AND VERIFY EMAIL



HHAeXchange Verify email

Hi

EMAIL

Welcome to HHAeXchange's Electronic Visit Verification System (EVV) Mobile App!

Your account has been successfully created. To complete the account registration, click on the **Verify Email** button below to verify your email address.

For security purposes, this link expires in 12 hours.

Verify Email

SET UP PROCESS

STEP 9. PRESS BACK TO LOGIN



Email Verified

You have successfully verified your email address. please return to the mobile application to complete the account activation process.

[← Back to login](#)

[Español](#) | [中文](#) | [A-Z](#) ▼

[Privacy policy](#) | [Terms of use](#) | [System status](#) ✓

STEP 10. LOGIN WITH YOUR EMAIL AND PASSWORD



Email

Password

[Forgot password?](#)

[Log In](#)

Don't have an account?

[Sign Up Here](#)

[Español](#) | [中文](#) | [A-Z](#) ▼

[Privacy policy](#) | [Terms of use](#) | [System status](#) ✓

STEP 11. PRESS ADD A NEW AGENCY

Select a Agency

No Agencies or FIs have been connected with your account.



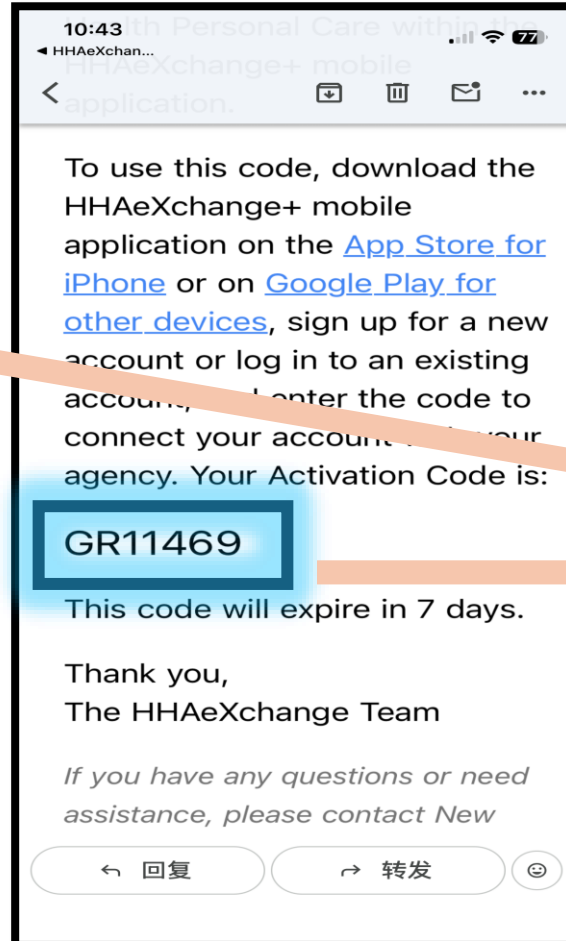
[Add a New Agency](#)

SET UP PROCESS

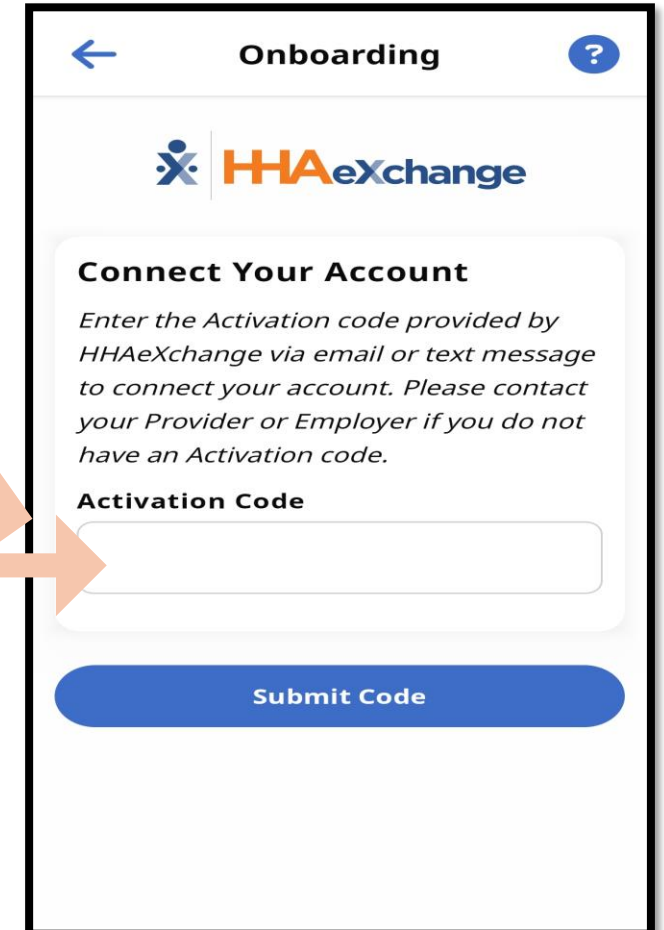
STEP 12.1. CHECK YOUR SMS FOR ACTIVATION CODE

Dear **Oscar** Your HHAeXchange+ Activation Code is **TR87012**. Please enter this code when prompted in the Onboarding screen of the app. - Sent by HHAeXchange

STEP 12.2. CHECK YOUR EMAIL FOR ACTIVATION CODE

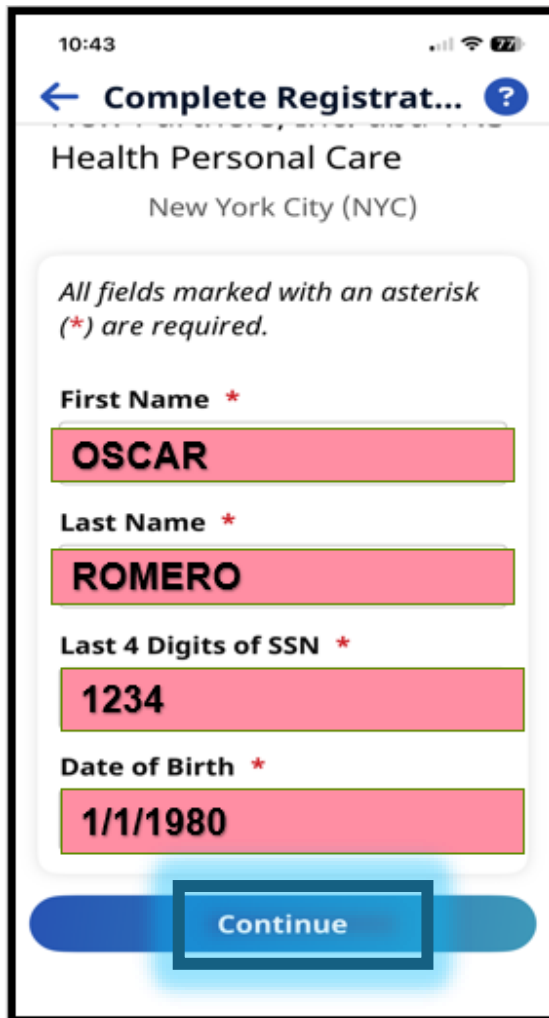


STEP 13. COPY THE CODE AND PUT THE CODE IN THE APP



SET UP PROCESS

STEP 14. FILL IN YOUR INFO



10:43

← Complete Registrat... ?

Health Personal Care
New York City (NYC)

All fields marked with an asterisk (*) are required.

First Name *
OSCAR

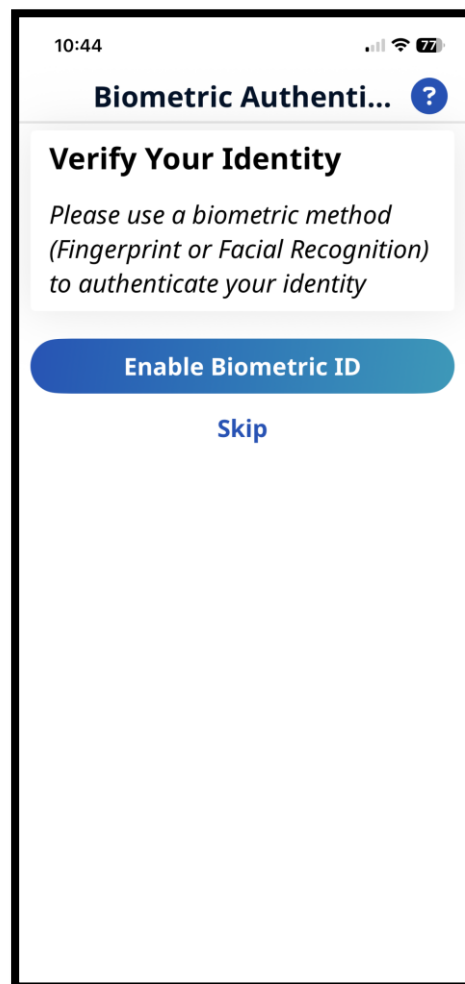
Last Name *
ROMERO

Last 4 Digits of SSN *
1234

Date of Birth *
1/1/1980

Continue

STEP 15. VERIFY YOUR IDENTITY



10:44

Biometric Authent... ?

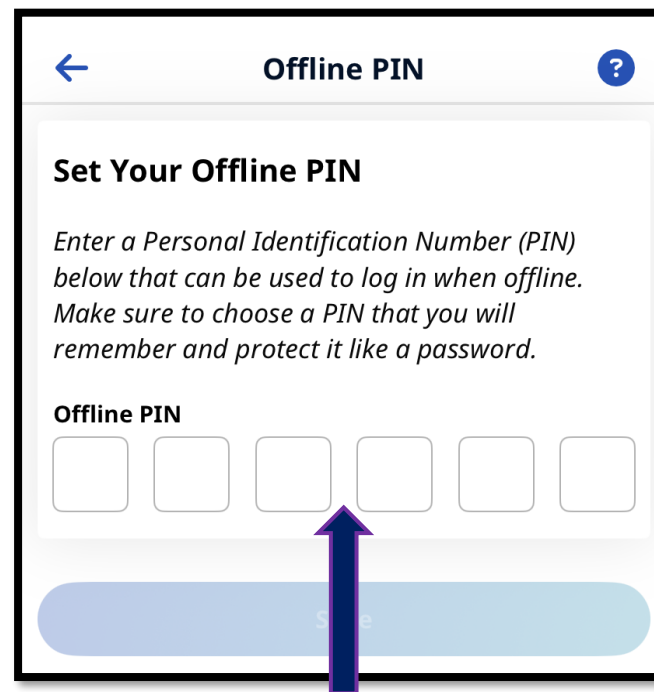
Verify Your Identity

Please use a biometric method (Fingerprint or Facial Recognition) to authenticate your identity

Enable Biometric ID

Skip

STEP 16. SET UP YOUR OFFLINE PIN THEN SAVE



← Offline PIN ?

Set Your Offline PIN

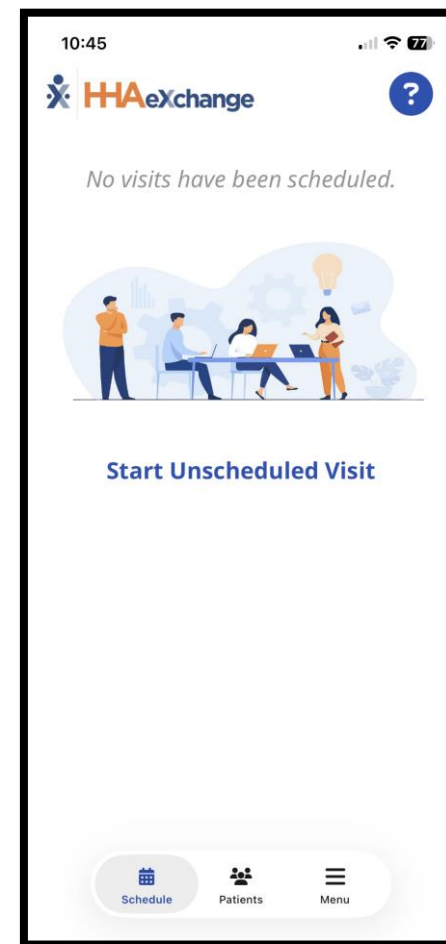
Enter a Personal Identification Number (PIN) below that can be used to log in when offline. Make sure to choose a PIN that you will remember and protect it like a password.

Offline PIN

[] [] [] [] [] []

Any 6 NUMBER THAT YOU CAN REMEMBER

STEP 17. NOW YOU IN HHAX+



10:45

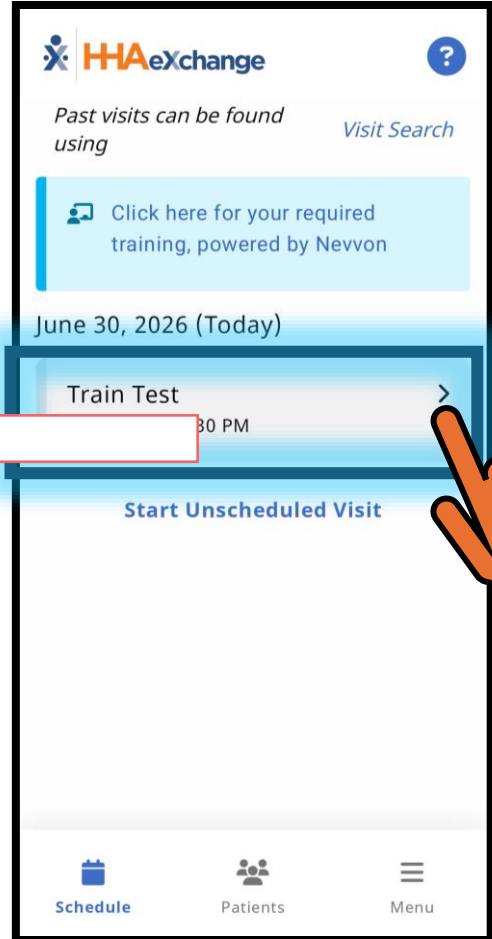
HHAExchange ?

No visits have been scheduled.

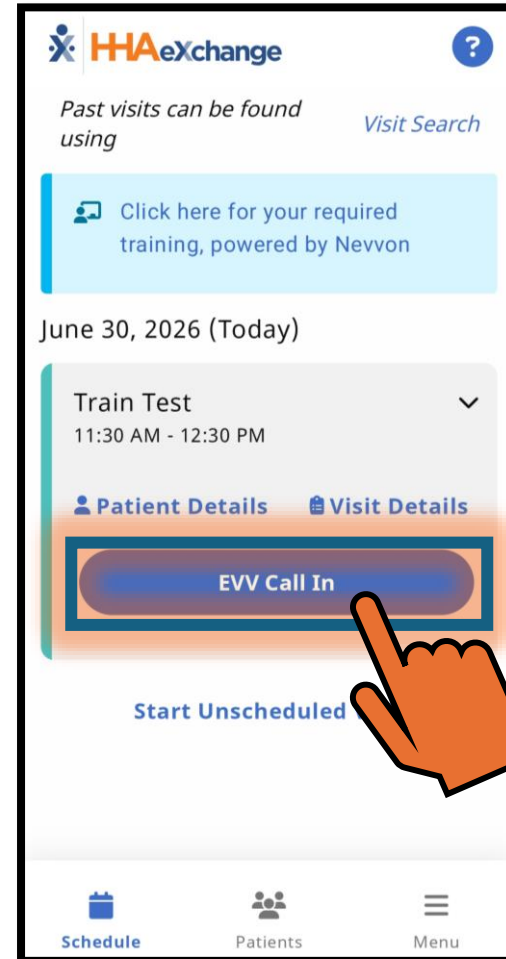
Start Unscheduled Visit

Schedule Patients Menu

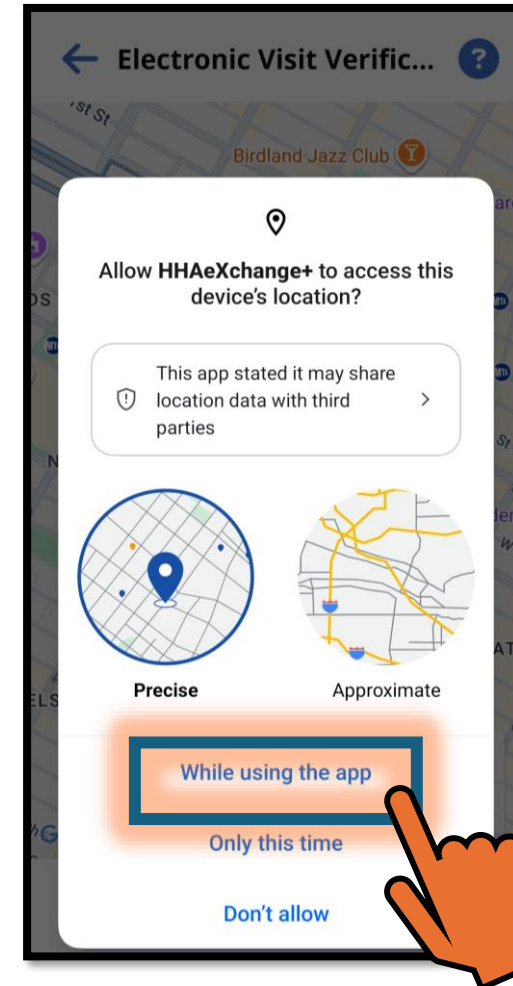
STEP 1: PRESS ON YOUR CLIENT (TODAY)



STEP 2: PRESS EVV CALL IN



STEP 3: ALLOW GPS LOCATION ACCESS

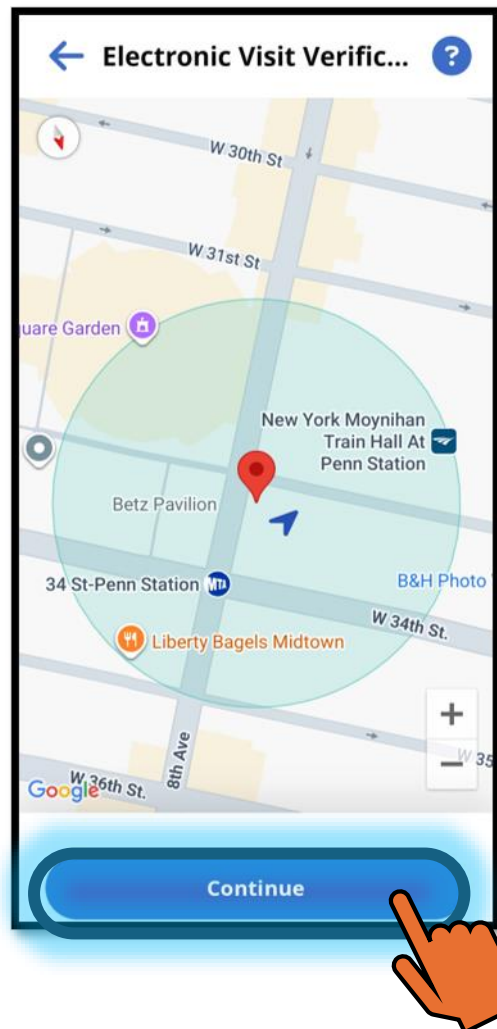


You must click this button or the rest of the set up will not work.

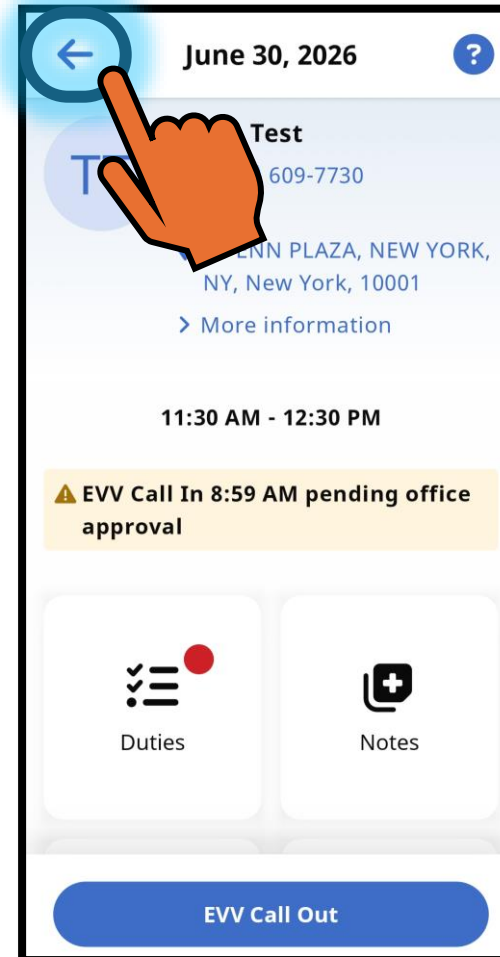
CLOCKING IN/ ARRIVAL



STEP 4. CONFIRM YOUR GPS LOCATION ON THE MAP



STEP 5. PRESS RETURN OR CLOSE THE APP

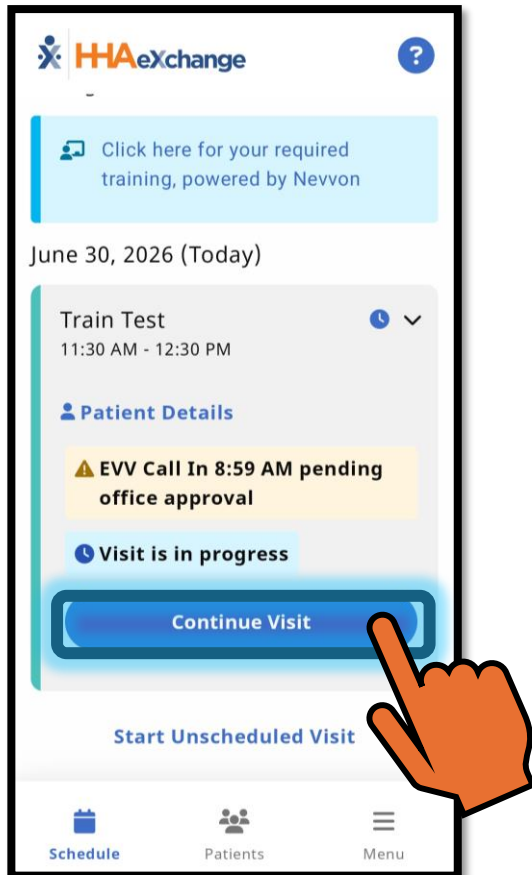


**YOU HAVE
SUCCESSFULLY
CLOCKED IN!**

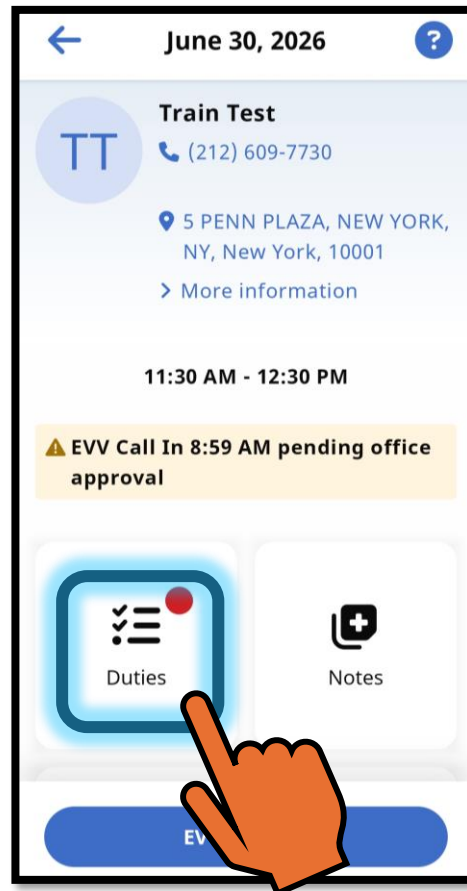
CLOCKING OUT / DEPARTURE

Every task in the plan of care must be accounted for.
You cannot leave a task blank!!

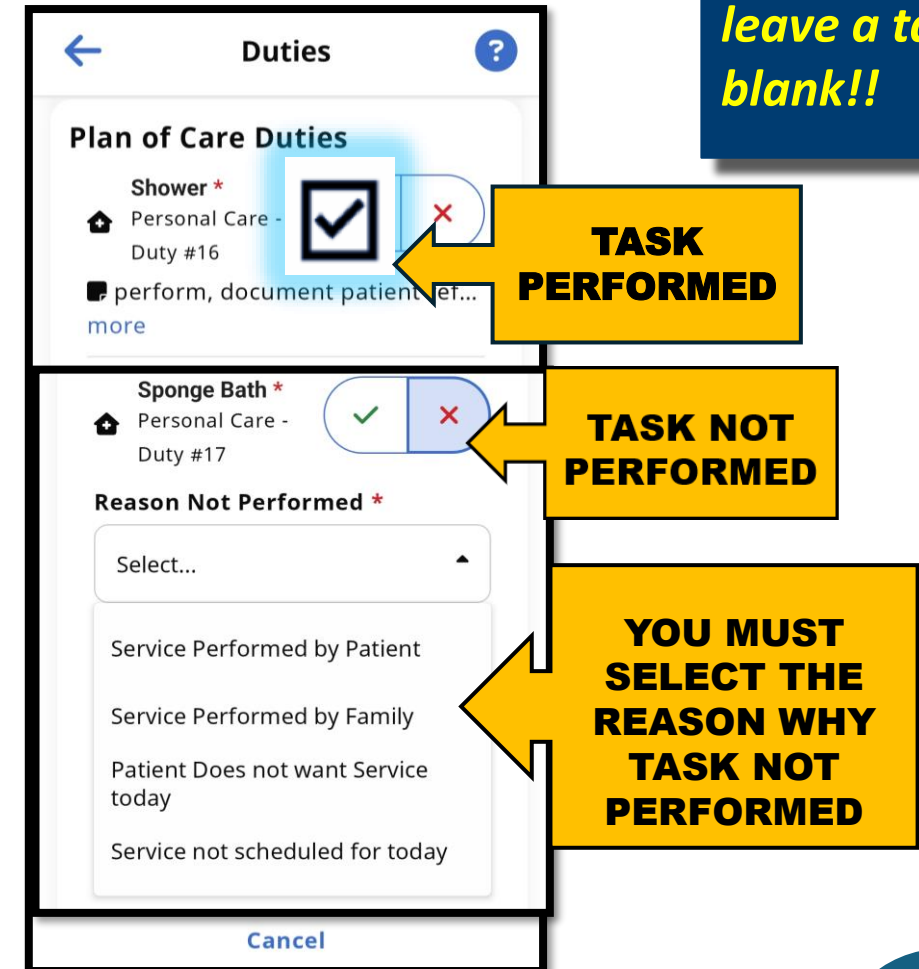
STEP 1. PRESS CONTINUE VISIT



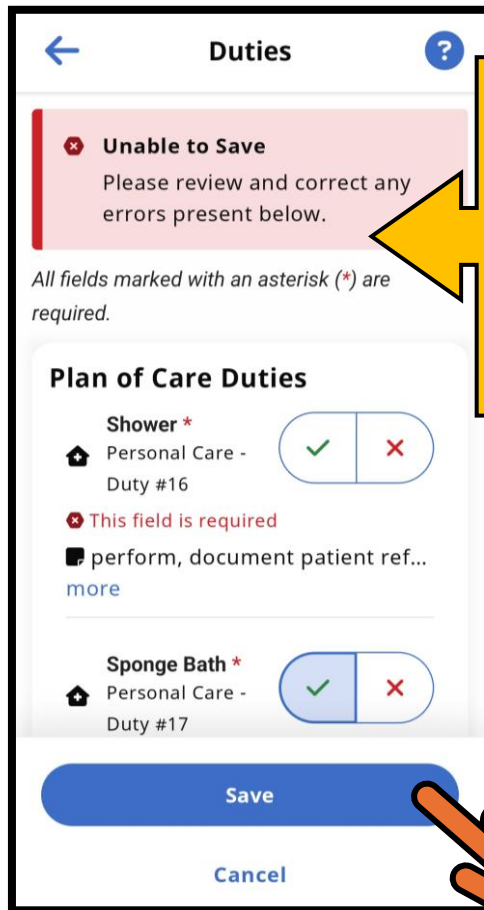
STEP2: PRESS DUTIES



STEP 3: MARK TASK COMPLETED OR NOT COMPLETED THEN SAVE

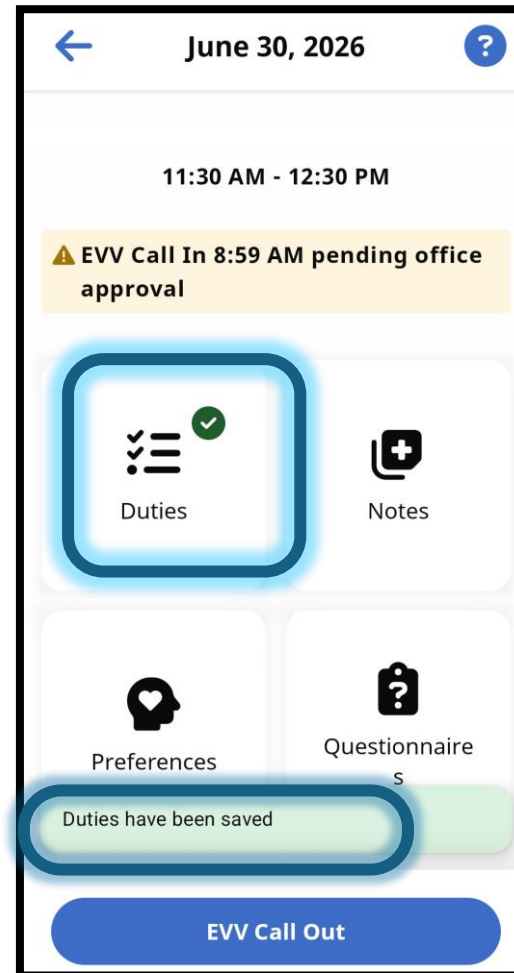


STEP 4. IF YOU DIDN'T SELECT ALL TASKS, THE SYSTEM CAN'T SAVE IT

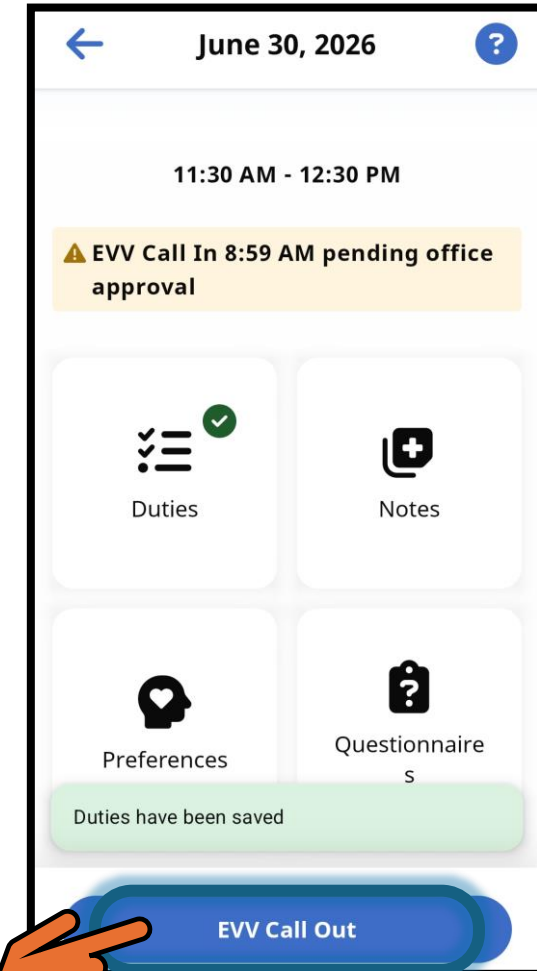


**PLEASE
DOUBLE
CHECK ALL
TASKS ARE
ACCOUNTED
FOR!**

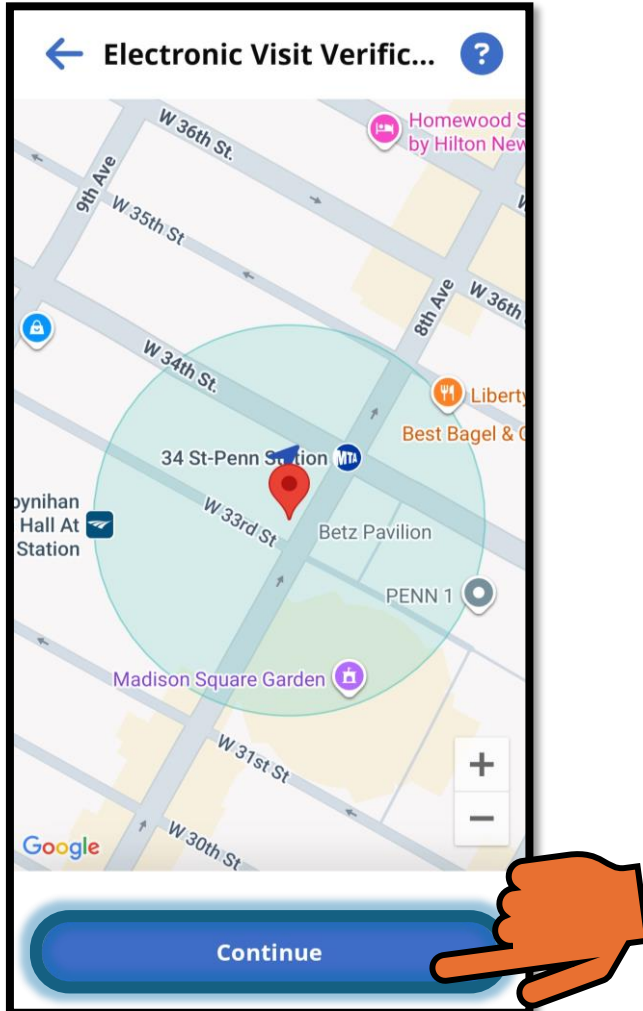
STEP 5. TASKS COMPLETED AND SAVE



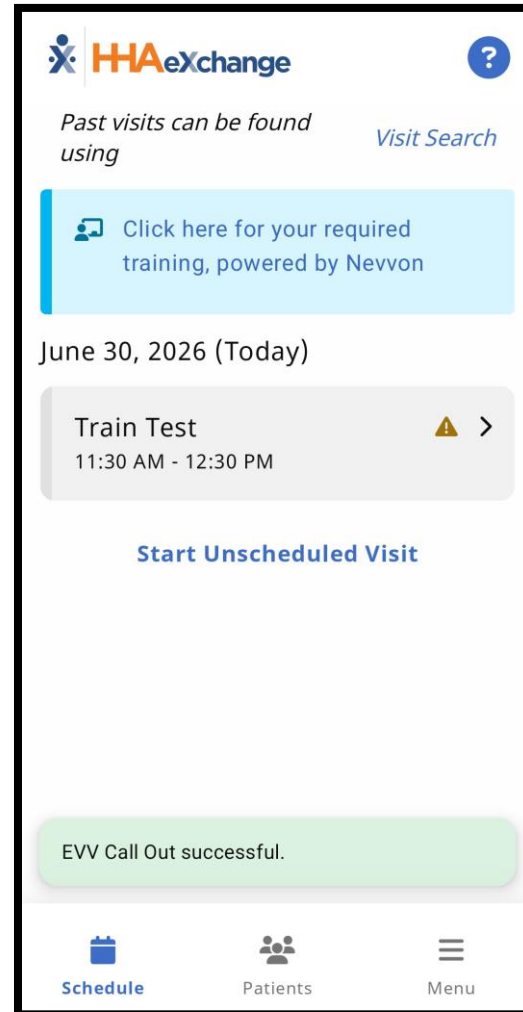
STEP 6. SELECT EVV CALL OUT



STEP 7. SELECT CONFIRM YOUR GPS LOCATION ON THE MAP



STEP 8. YOU ARE SUCCESSFULLY CLOCK OUT



Mobile Set Up Reminder - Day 2



APP



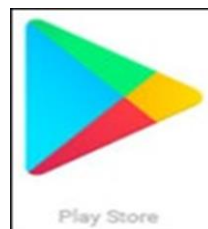
HHAeXchange+

Homecare Software Solutions LLC

1. Use to clock in and out

*2. complete inservice
courses*

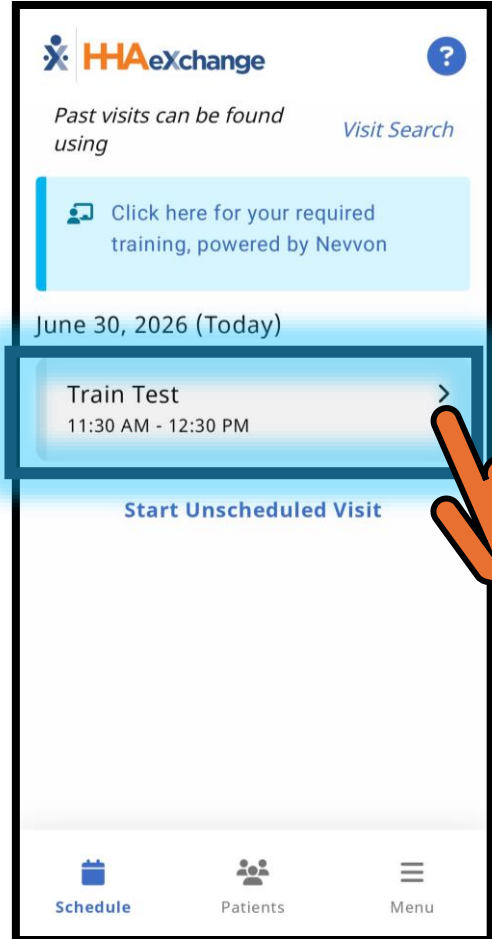
DOWNLOAD FROM



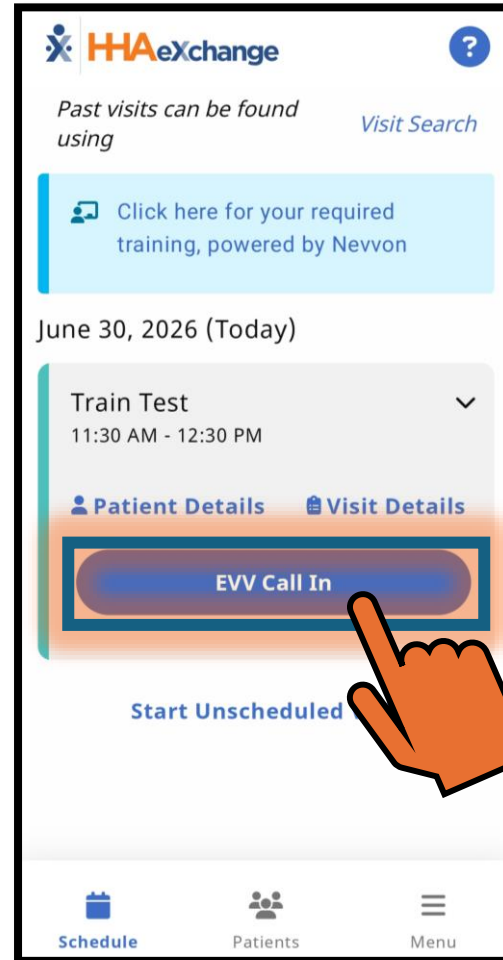
OR



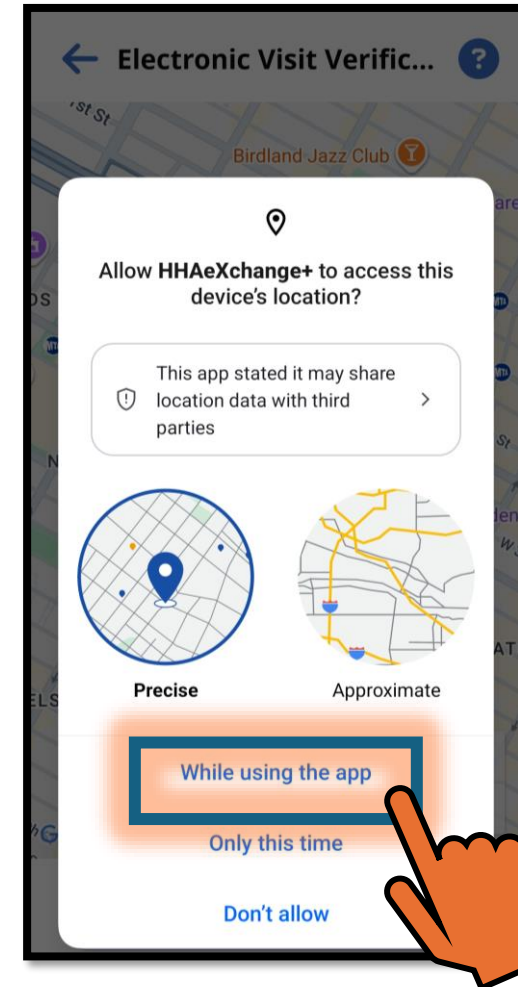
PASO 1: SELECCIONE A SU CLIENTE (HOY)



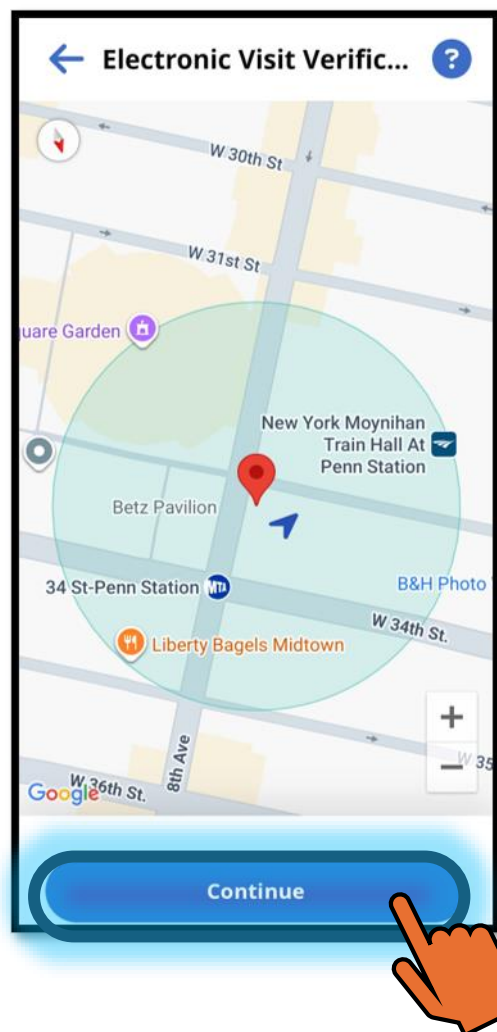
PASO 2: PRESIONE "EVV CALL IN"



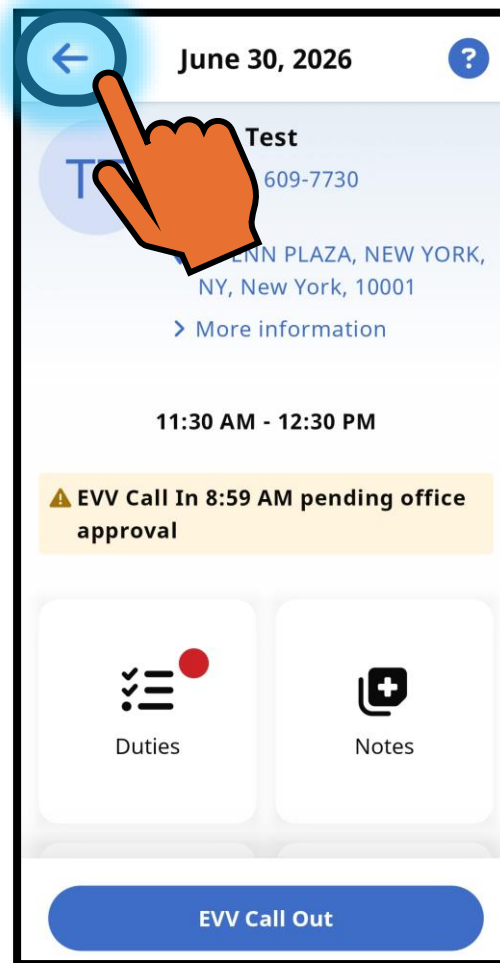
PASO 3: PERMITIR EL ACCESO A LA UBICACIÓN GPS



PASO 4. CONFIRME SU UBICACIÓN GPS EN EL MAPA



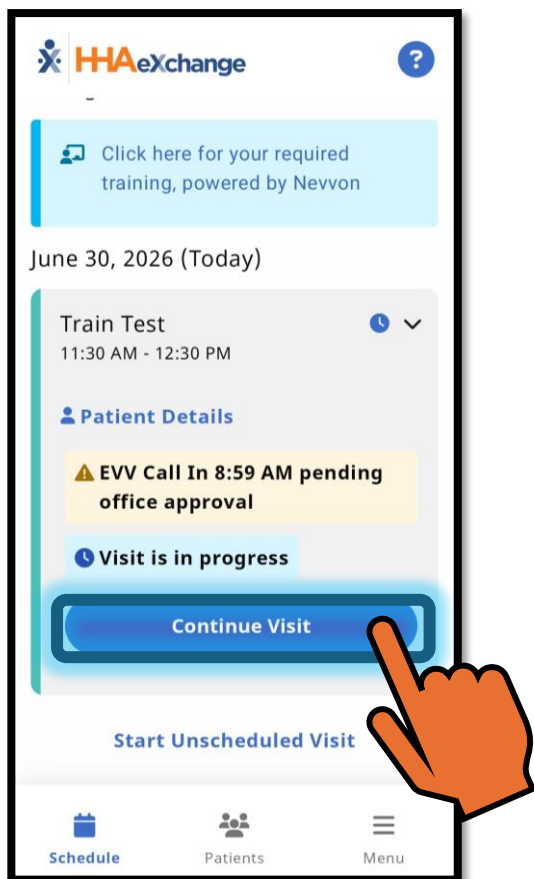
PASO 5. PRESIONE «REGRESAR» O CIERRE LA APLICACIÓN



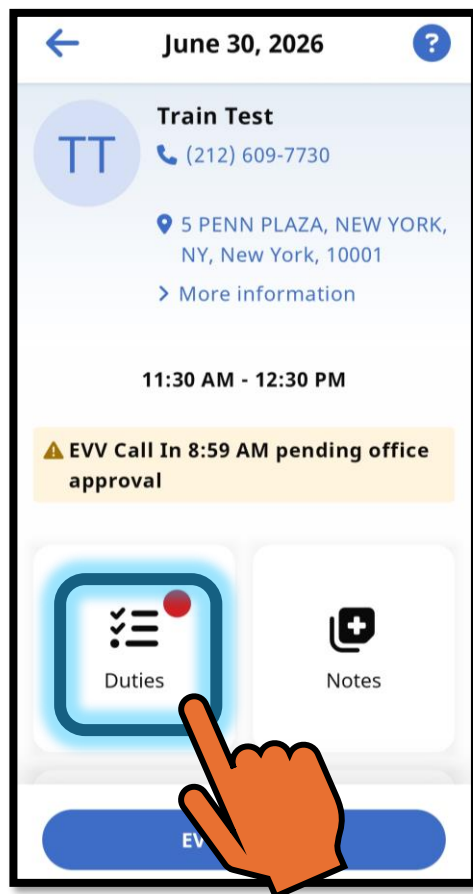
**¡HA
REGISTRADO
SU ENTRADA
CON ÉXITO!**

VNS Health REGISTRO DE SALIDA / FIN DE LA VISITA

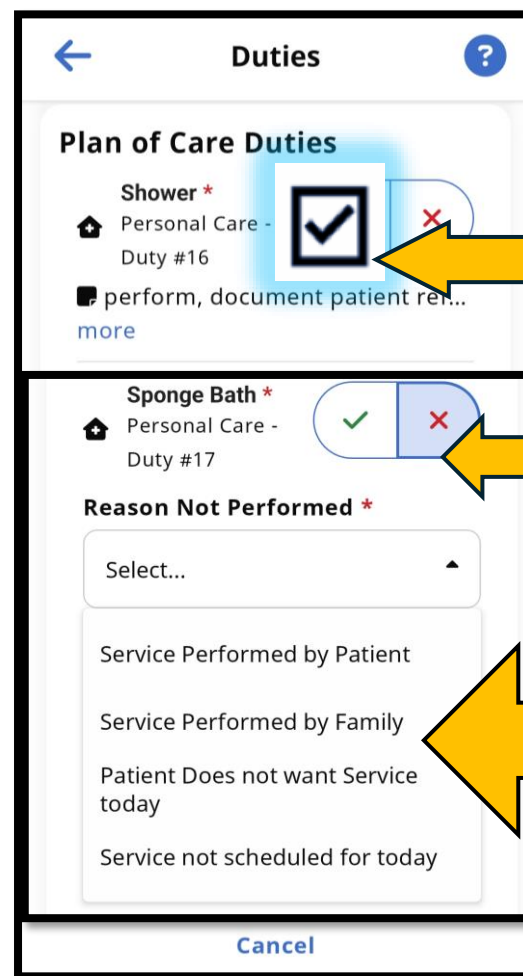
PASO 1. PRESIONE "CONTINUAR VISITA"



PASO 2. PRESIONE "TAREAS"



PASO 3. MARQUE LA TAREA COMO "COMPLETADA" O "NO COMPLETADA" Y LUEGO PRESIONE "GUARDAR"



Cada tarea del plan de cuidados debe ser registrada. ¡No puede dejar ninguna tarea sin marcar!

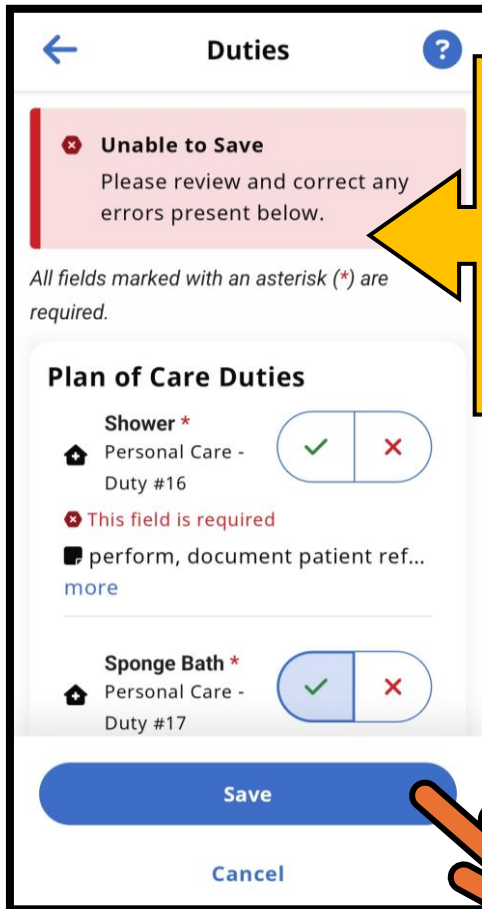
TAREA COMPLETADA

TAREA NO COMPLETADA

DEBE SELECCIONAR EL MOTIVO POR EL CUAL LA TAREA NO FUE REALIZADA

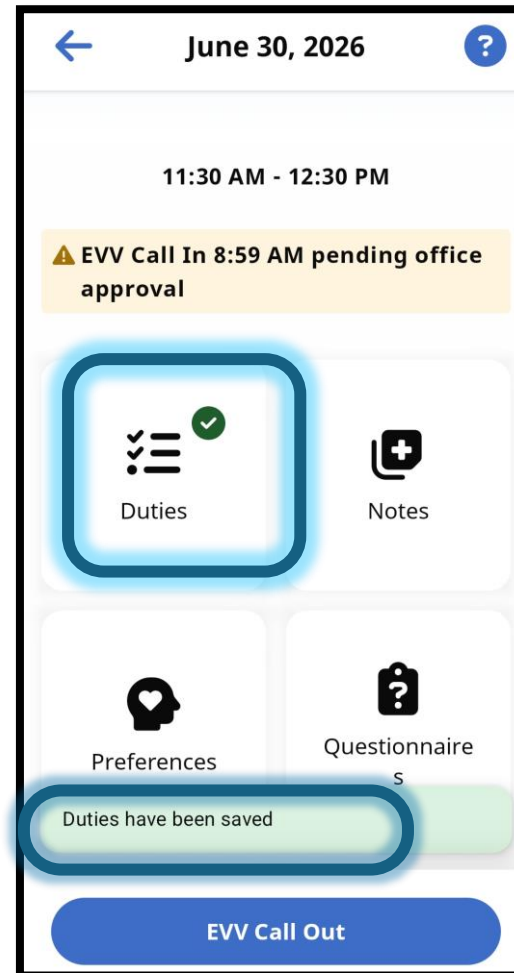
REGISTRO DE SALIDA / FIN DE LA VISITA

PASO 4. SI DEJA ALGUNA TAREA SIN MARCAR, EL SISTEMA NO PODRÁ GUARDARLA

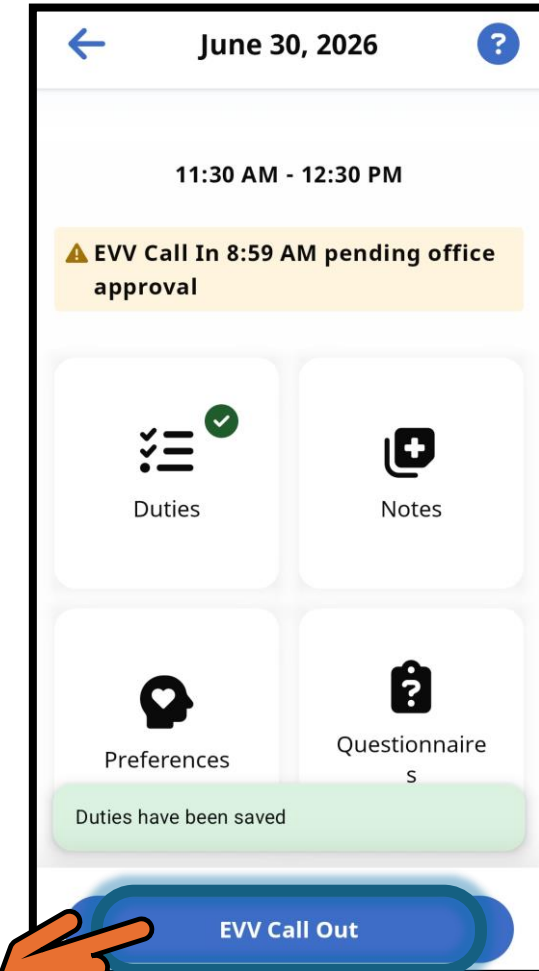


¡POR FAVOR, VERIFIQUE QUE TODAS LAS TAREAS HAYAN SIDO REGISTRADAS!

PASO 5. MARQUE TODAS LAS TAREAS COMO COMPLETADAS Y PRESIONE “GUARDAR”

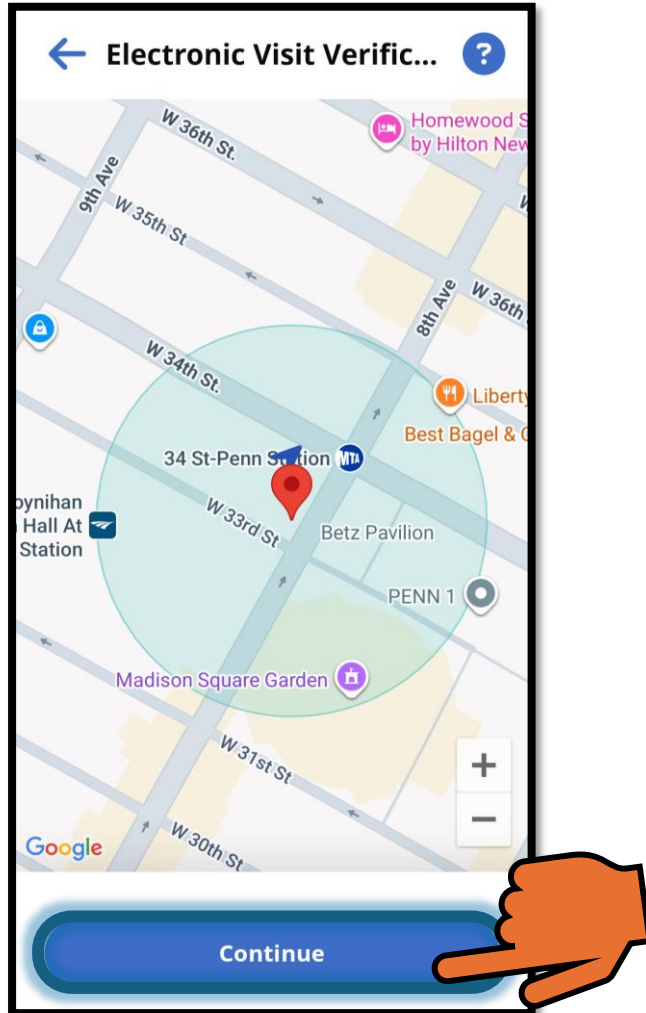


PASO 6. SELECCIONE “EVV CALL OUT”



REGISTRO DE SALIDA / FIN DE LA VISITA

PASO 7. SELECCIONE “CONFIRMAR SU UBICACIÓN GPS EN EL MAPA”



PASO 8. HA REGISTRADO SU SALIDA CON ÉXITO

