



Release 4.13 & Mobile 3.8.0

Feature	Details
Assess: Switch Clinical Form*	Clinical Assess may be switched to a different form (same service) while in working status
Auth: Hold for Add'l & Rapid Billing	New auth statuses: Hold for Additional Auth & Rapid Billing (includes notifications/tasks)
Team: Auto-Clone Master Schedules*	Team setting: Auto-clone master schedules
Calendar: Create Master Schedule*	With permission user may create/remove a master weekly schedule for clients
Employee Type: FT, PT, PRN	New field Employee Status in Clinician Details: FT, PT, PRN; reportable on SLD
Inbox: Send to Team Clinicians	With permission user may send to a group of all clinicians on specific team(s)
Mobile Push Notifications*	Notifications will trigger a mobile notification on mobile (if user allows)
Mobile: Clock In/Out Notice*	If clinician fails to clock in/out 15 min after visit start/end time may receive push notification on mobile
Orders: Physician Signature Required*	Physician Signature Required: defaults to Yes; if marked No updates PDF to reflect signature is not required
Permissions: Master Schedule	Calendar tab: Master Schedule: allows user to create master schedules for clients
Permissions/User: Task Auto-clone Failures	New Task option: Auto-clone schedule failures to notify user when the attempt to auto-clone failed
Permissions: Send to Groups	Inbox tab: Send to Groups: allows user to send notice to team(s) clinicians (if they have access to the team)
Rate Schedule: % of a Penny*	Rate Schedules: Rate and Discount may now be set to a percent of a penny value (includes patient financial auths)
Rate Schedule: Billing Reports	Billing Reports Updated to reflect new rate schedule options % of penny & min/max functionality
Rate Schedule: Rounding: Custom UoM*	Rate Type Per Unit may now be set with a custom unit of measure; will auto-convert assignments for billing
Rate Schedule: Rounding: Min/Max*	Rate Types Per Hour & Unit may now be set with min/max to limit scheduling/verifying for less than/greater than set limits

*details attached



Assess: Switch Form

User may change clinical assessment from calendar or client chart - assess

Modal will appear showing available forms (service specific)
User selects one and saves

The next time they access it will be the new assessment form

Any fields that exist in both forms and were answered in original form will carry forward; includes medications, interventions & goals

Calendar

Client

Goose Nelson

x

Show - Unlocked

All

VISIT

CLIENT

AUTH(S)

EMPLOYEE

Edit

Date

11/21/2022

Client

Goose Nelson

Select Form

PT Re-Evaluation

Employee

Lisa Nelson (LHA)

🕒

\$

🔍

☰

Service

PT-AZDDD Re-Eval

Start Time

12 00

SAVE

...

Open Assignment

Mark as Complete

Change Forms

Mark As Missed

Remove

Verify

Audit (Updated by: Lisa Nelson)

November 2022

SUN	MON
20	21
	<div>Visits - 1</div> <div>Hours - 1</div> <div> <div>Lisa Nelson</div> <div>12:00-13:00 (4)</div> <div>PT-AZDDD Re-Eval</div> </div>

Rules & Limitations:
form cannot be changed if
assignment is in completed status

assignment cannot be paid or billed


if form is Pending QA or Pending Correction when they change clinical form it will:

- remove verify (if verified)
- put into working status
- remove clinician signature
- Leave PCG signature intact




Calendar: Set Master Schedule


Indicates client has a master schedule set

 **Calendar**

Client
Goose Ake x

Show - Unlocked  All

Employee
All

✓ ... 

VISIT CLIENT AUTH(S)

New

Date

12/12/2022

Client

Goose Ake

x

November 2022

MASTER SCHEDULE

TODAY

SUN	MON	TUE	WED	THU	FRI
20	21	22	23	24	25
				Thanksgiving Day	

Find Assignment By ID

Set Master Schedule

Print

Unverify

Permission Based (independent of auto-clone team setting)

Set Master Schedule: only visible when filtered to a single client

Client Master Schedule visible in assignment pane on client tab & page shows Master Schedule and when clicked to go directly to week

If client has a master schedule and team setting auto-clone is on user will NOT be able to clone outside of master schedule

If client has master schedule and team setting auto-clone is off user may still clone outside of master schedule



Calendar: Set Master Schedule without Clone

To add master schedule

must be filtered to a single client
user clicks ellipsis: create master
date defaults to week user is on
user leaves clone dates blank & clicks save

To remove master schedule

same steps but remove the date and save

To change master schedule

same steps but on a different week than the
existing master schedule and save

Set Master Schedule

×

Choose a date to set as your Master Schedule Date, you can also remove the master schedule by deleting the date here.
You can select clone start and end dates up to four weeks now and it will clone immediately.

Master Schedule Date
12/04/2022

Clone Start Date

Clone End Date

SAVE



Calendar: Set Master Schedule with Clone

Choose a date to set as your Master Schedule Date, you can also remove the master schedule by deleting the date here.
You can select clone start and end dates up to four weeks now and it will clone immediately.

Master Schedule Date
12/04/2022

Clone Start Date

Clone End Date

December 2022						
Su	Mo	Tu	We	Th	Fr	Sa
27	28	29	30	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
1	2	3	4	5	6	7

SAVE

When creating or updating the master schedule there is an option to clone

This is limited to:

Start: the first week after master schedule week

End: Up to 5 weeks from the first available start week

Choose a date to set as your Master Schedule Date, you can also remove the master schedule by deleting the date here.
You can select clone start and end dates up to four weeks now and it will clone immediately.

Master Schedule Date
12/04/2022

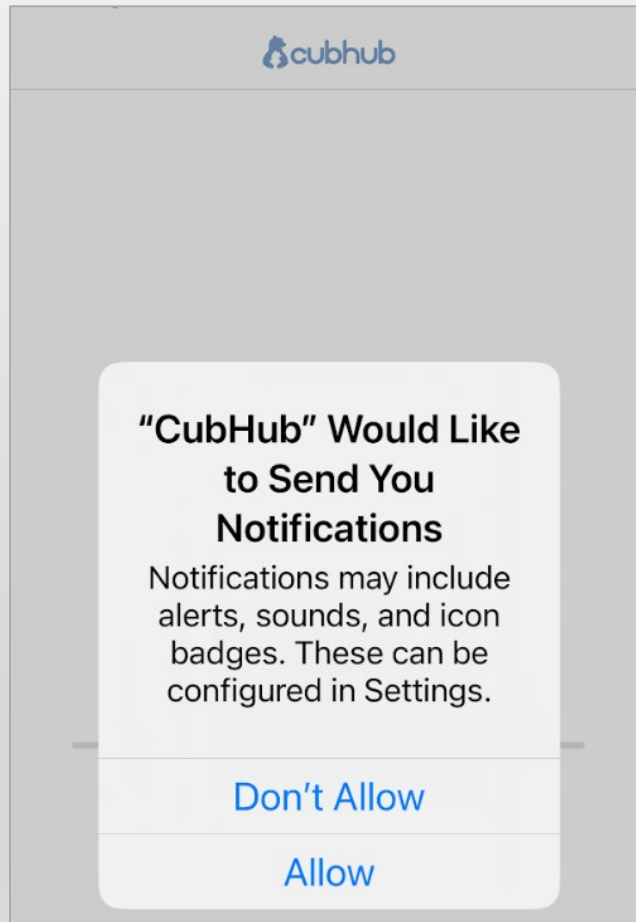
Clone Start Date

Clone End Date

January 2023						
Su	Mo	Tu	We	Th	Fr	Sa
25	26	27	28	29	30	31
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31	1	2	3	4



Mobile Push Notifications



All Cubhub notifications will trigger a push notification to mobile

The user must be in a permission group or have individual user settings to Inbox: View and Edit (excludes clock in/out notice)

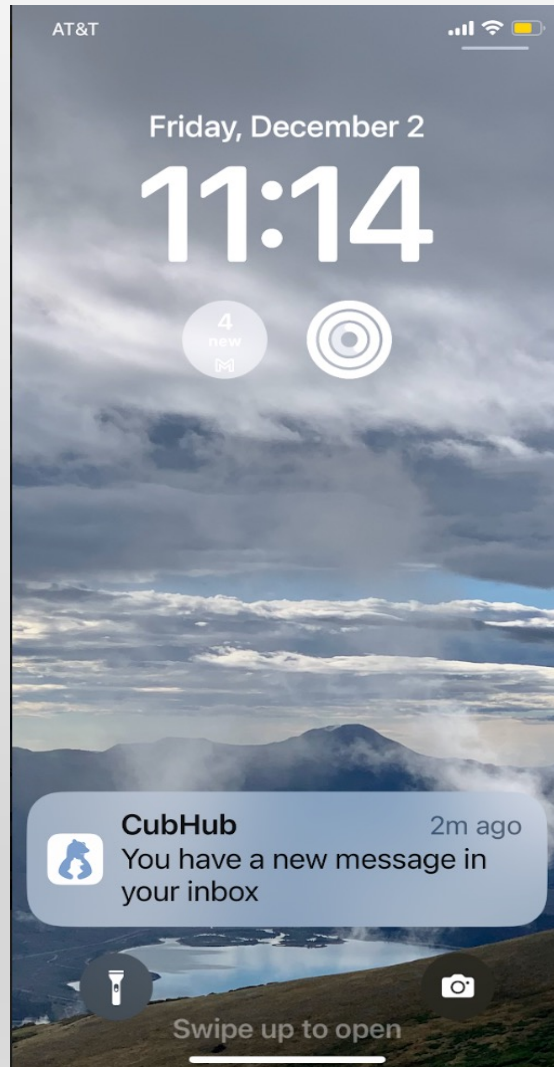
User still controls whether they will allow these notifications (like it works with all mobile apps)

Upon first log in to the mobile app v3.8.0 user receives

If user does not initially enable they may still change this setting in their device notification settings (like it works with all mobile apps)



Mobile Push Notifications



Notification will appear as shown

When user clicks on notification will take directly to mobile to log in

The notice will then be visible in their inbox

Notices will also appear on wearables if wearable is set to mirror the mobile device for Cubhub Notification



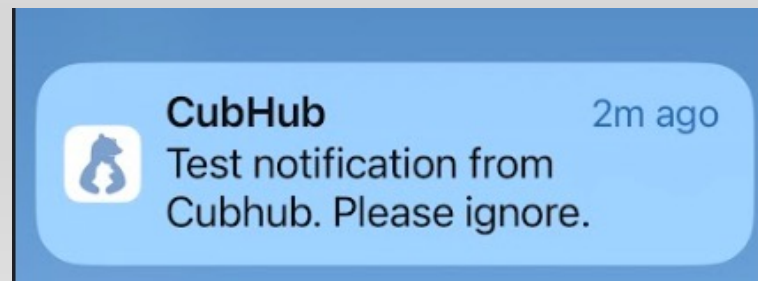
Mobile Push Notification Validation

Id	Device Id	Last Log In	App Version/Build	Device	Shared	Push Status
25446	f70ddda3-122d-4e0e-a97d-0d387be96778	12/06/2022 09:14 CST	3.7.4/377	iPhone13 C2 - iOS 16.0	Yes (+1)	–
25445	2fbaffa3-203e-4d49-af40-4babb07bc54b	12/05/2022 15:30 CST	3.8.0/382	iPhone13 C1 - iOS 16.1.1	Yes (+1)	Valid
25436	a7c7250c-bb6d-4182-9136-3a65d1f0833c	11/30/2022 14:56 CST	3.8.0/382	SM-S115DL - Android 11	Yes (+2)	Valid
25435	4589d318-b3e7-4f1e-8949-e352406fa2a9	11/30/2022 14:55 CST	3.8.0/382	iPhone13 C1 - iOS 16.1.1	Yes (+1)	Valid

In user settings: Mobile Devices new column added Push Status indicates if system has validated the connection to that device
not that they have notifications allowed

If you click 'valid' it will send a test notice to their device (pictured below)

If the status is Valid and user does not receive test notice they do not have notifications allowed for Cubhub in their device settings and they need to be instructed to turn them on





Clock In/Out Push Notification

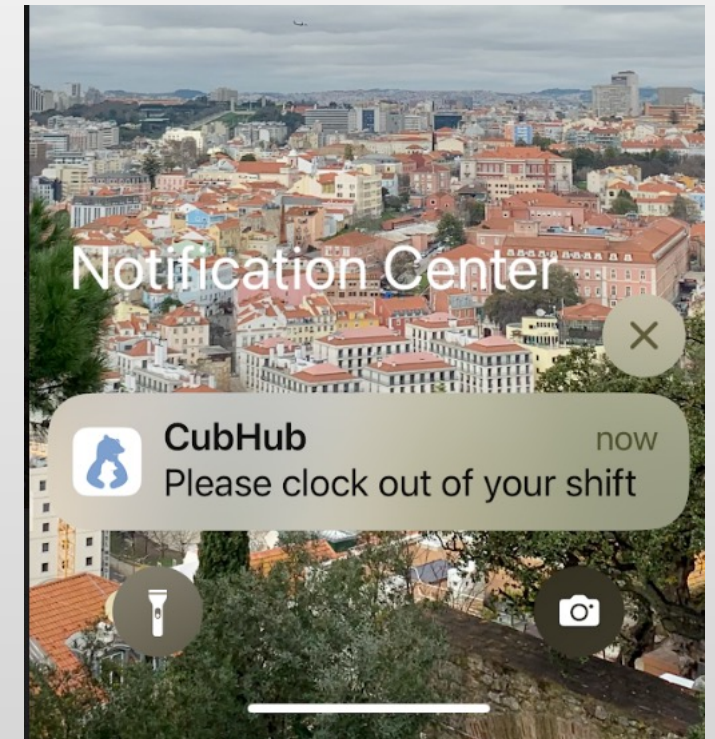
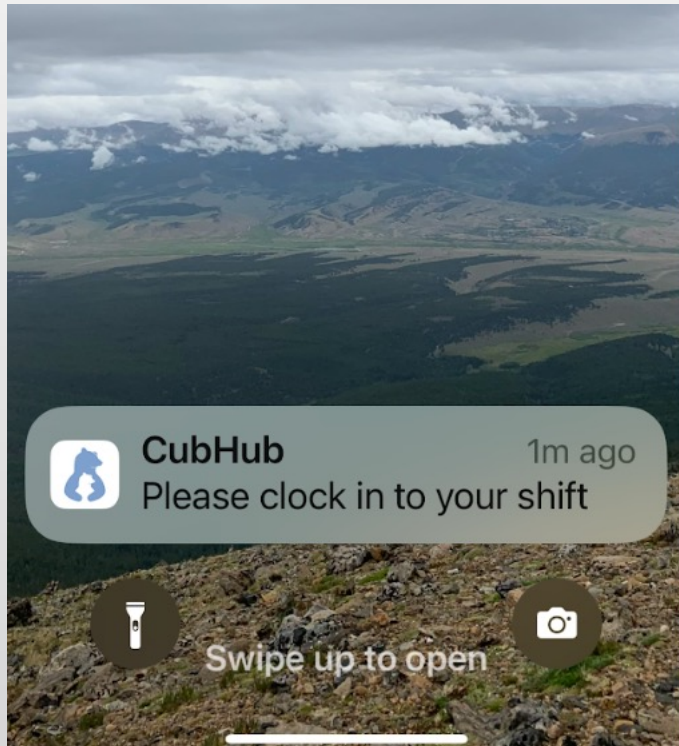
User does NOT need to be in permission group that has Inbox access or have individual user Inbox access to receive clock in/out push notification on mobile. They are sent all the time.

This notice does not create message in the inbox

The notice does create a note on the assignment once submitted for tracking



Push Notification sent when user has not clocked in or clocked out and it's 15 minute past scheduled start/end time.

A clock out notice is not sent if user never clocked in





Orders: Requires Physician Signature No/Yes

Physician Jose Aceves (Ordering)	Rx # and Pharmacy
Order Type Non-Med/Communication	
Order Definition	
Instructions	
Order Details	
Order Date 12/03/2022	Discontinue Date
Requires Physician Signature: No <input checked="" type="checkbox"/> Yes	
Verbal Order/Order Confirmed: No <input checked="" type="checkbox"/> Yes	

All Order Types (New, Discontinue, Clarification and Non-Med) now have a new field ***Requires Physician Signature***
Defaults to Yes

When left **Yes** nothing changes on PDF:
Header: Please Sign & Return within 5 Days
Footer: MD Signature field

When toggled to **No** PDF updates:
Header: MD Signature Not Required
Footer: MD Sign field removed



Rate Schedules: % of a Penny

To create or change a service code schedule:

• Enter an End date for the current Service Code Schedule

• Click the plus (+) button to add new Service Code Schedule

• Enter a new service code Start date and Rate

• Dates cannot overlap, but must be continuous

Current Payer Discount N/A

Start

End

Rate

50

Rate Type

Per Unit

Rounding Rule

Unit Rounding (8 minute rule)

Discount Amount

0.077

Discount Type

%

x

Calculated

49.962

To create or change a service code schedule:

• Enter an End date for the current Service Code Schedule

• Click the plus (+) button to add new Service Code Schedule

• Enter a new service code Start date and Rate

• Dates cannot overlap, but must be continuous

Current Payer Discount N/A

Start

End

Rate

13.6814

Rate Type

Per Unit

Rounding Rule

Unit Rounding (8 minute rule)

Discount Amount

Discount Type

Calculated

\$13.6814

Rate & Discount Amounts may now be set to the percent of a penny and Cubhub will not round the value to accommodate fee schedules that have been updated to reimburse this way

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Rate Schedules

Rate Type Per Unit

Rounding Rule: Custom Unit of Measure

Rate Type Per Unit Now has additional Rounding Rule Option: Custom UoM
This setting allows the unit code to have custom value so that:



- Only 1 assignment needs to be scheduled in the calendar
- Clinician only required to clock in/out of single assignment
- Cubhub automatically converts the full assignment into the appropriate units based on the custom unit of measure

To create or change a service code schedule:

- Enter an End date for the current Service Code Schedule
- Click the plus (+) button to add new Service Code Schedule
- Enter a new service code Start date and Rate
- Dates cannot overlap, but must be continuous

Current Payer Discount N/A

Start	End	Rate 70.03	Rate Type Per Unit	Rounding Rule Custom UoM	Minutes per UoM 149
Discount Amount	Discount Type ---	Calculated \$70.03			





Rate Schedules: Rounding Rule Custom Unit of Measure

Based on prior slide the service code is per unit with a custom UoM of 149 minutes

In the calendar the assignment is 0700-1500

Using this rounding rule instead of being calculated against auth and for billing as 8 hours or 32 units it is 4 units

Each unit being anything 0 -149 minutes


AZ DDD (LHA - 12345) [🔗](#)

Authorized (10/30/2022-1/28/2023)

Period Limits: 50 Units/Week

	Used	Authorized
This Week	4	50
Total	4	440

Unit 1: 0700-0929
Unit 2: 0930-1159
Unit 3: 1200-1429
Unit 4: 1430-1500

SUN 27	MON 28
	Visits - 1 Hours - 8 Lisa Nelson  07:00-15:00 (4) LHA-DDD-SKILLI



Rate Schedules

Rate Type: Per Unit/Hour
Rounding Rule: Min/Max



Rate Types Per Unit/Hour Now has additional Rounding Rule Option: Min/Max
This setting allows the hour or unit code to have a min and/or max value so that:

- In the calendar a user will be stopped from creating an assignment that does not meet the min/max setting
- Should a clinician submit a visit that does not meet the min/max setting the assignment will not auto-verify and the assignment cannot be verified for billing until it has been updated to fall within the min/max requirement of the service code
- Still follows standard 8 min unit rounding (for ex below visit must be at least 3 units and no more than 5)

To create or change a service code schedule:

- Enter an End date for the current Service Code Schedule
- Click the plus (+) button to add new Service Code Schedule
- Enter a new service code Start date and Rate
- Dates cannot overlap, but must be continuous

Current Payer Discount N/A

Start	End	Rate 50	Rate Type Per Unit	Rounding Rule Min/Max	Min Minutes 38	Max Minutes 75
Discount Amount		Discount Type	Calculated \$50		 	



Rate Schedules

Rate Types Per Hour/Per Unit

Rounding Rule: Min/Max

Visits - 2
Hours - 1.25

Lisa Bryant
07:00-07:37 (2)
PT-Visit-GA-BCBS-PPO



Lisa Bryant
10:00-10:38 (3)
PT-Visit-GA-BCBS-PPO



Auto Verify Example: service code is per unit with a rounding rule of min/max

Min = 38 and Max = 75

Visit 1 was submitted not meeting the 3 unit minimum and did not auto-verify

Visit 2 was submitted and met the 3 unit minimum and did auto-verify

The visit that is below the minimum will need to be updated to fall within limits to be verified for payroll and billing