

## Technical Specification

### Staff Scheduling

- Can be viewed for the service user or carer visits across any date range
- Definable colour codes instantly highlight different visit types
- Additional visit needs can be easily 'drawn' onto the rota for any day
- Instantly highlights where visits need covering in the event of carer absence.
- Definable zones enable carers to be matched with only service users in their geographical area

### Payroll Analysis

- Unlimited definable matrix of weekly pay rates and the times when they apply together with enhanced rates for public holidays
- Automatic comparison of visit 'timesheet' data with rota with exception handling to confirm payment or not

### Contract Information

- Unlimited numbers of contractual visits can be defined for each service user with a start and end date
- 'Extra' items can be flagged and subsequently invoiced
- Unlimited funding sources can be held against each service user detailing value, payment type and occurrence, etc

### Service User Records

- Extensive personal background information can be held against each service user including next of kin and emergency contact details, social worker, photograph, etc
- Medication details can be recorded together with key medical notes in the event of emergency
- Unlimited, searchable text note records for every Service User

### Carer Records

- Extensive personnel information held against each carer including address and emergency contact, previous employment, qualifications, training record, etc
- Multiple Training and Induction templates can be defined for individuals or groups of carers defining initial actions on joining and on-going training requirements with completion date targets and alarms if not met.

### Palm Top Computer

- Touch screen operation with access to full QWERTY keypad
- Holds essential service user details (age, next of kin, GP, etc) updated from central database
- 'Scripts' can be defined containing questions, selectable answers from a dropdown list and optional text entry notes. These can be used for needs assessment, evaluations, daily actions noting, etc

## Company Overview

easyLog Limited is a UK-based software house formed following a management buyout from Feedback plc, a London stock exchange listed company.

easyLog supplies solutions for both on-site and remote staff scheduling and attendance monitoring together with event management. The company is a leading supplier to the care sector with specialist applications for the residential and domiciliary sectors.

Our range of products has been designed and developed entirely from listening to our customers. This means our clients use software that matches their real world needs, is highly intuitive and is rapidly implemented with minimal IT skills.

Because of the consultative process that we use to understand the functionality required within our software, our clients enjoy an open and highly co-operative relationship with us as their key solutions provider.

**EMPLOYEE SCHEDULING • ATTENDANCE MONITORING • CARE MANAGEMENT**

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# Care Log HomeCare

## The complete administration system for the Domiciliary Care Provider



**easy Log Limited**

# Care Log HomeCare

care-Log HomeCare combines technology with practicality to produce the most comprehensive administration system for the domiciliary care provider. From scheduling staff to invoicing contractors, from Needs and Risk Assessment to Care Plan management, care-Log Home Care covers the whole cycle of the domiciliary care process, seamlessly linking the Manager, Carer and Service User.

## COMPREHENSIVE

care-Log Homecare is a complete and integrated solution. It records both contract and care information for any Service User and schedules appropriate Carers to perform home visits. The system holds a complete profile for any Carer detailing previous employment, training, qualifications and personnel reviews. In addition, definable induction and training templates ensure that no aspect of the Carer's requirements is overlooked. The system comes with an extensive diary function that automatically warns of any date sensitive event that requires attention.

## CONTRACT & CARE INFORMATION

Visit durations and requirements can be defined for each Service User together with additional items that should be invoiced. The user can define their own Risk Assessments with scores and record these against any Service User together with medication and general care notes. Care Plan 'standards' can be devised and used or individually customised as necessary for each Service User. Unlimited sources of funding can be defined and multiple entries for any value held against any Service User. Invoice details can be automatically passed to any accountancy package that provides an interfacing facility.

## PRACTICAL TECHNOLOGY

care-Log HomeCare has been designed to harness modern technology with a common sense approach. Uniquely, it uses Palm Top Computers or PDAs to provide information in the field to management and supervisory staff on all Service Users. Carers can record their visit attendance by any suitable system – telephone logging, mobile phone tracking, portable handheld – with details being passed to care-Log HomeCare for automatic comparison with the staff schedule and subsequent calculation of hours to be paid at each pay rate.

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