

PointClickCare®

Solution Sheet

Document Manager

A more secure, contactless, and cost-effective way to generate and distribute documentation with e-signature capabilities.



PointClickCare's Document Manager helps create, personalize and complete the admission, discharge and routine documentation required with the click of a button for skilled nursing facilities.

Automating documentation and going paperless is safe, accurate and efficient so the focus is on providing care.

Residents and families have many forms to review and sign prior to admission, throughout their stay and at discharge. Paper-based processes are time consuming and error prone, with countless hours spent performing administrative tasks versus delivering resident care. Start the admission process sooner, and go contactless by emailing documents before residents arrive. Families can remotely e-sign assessments and care plans if changes are required.

Benefits of PointClickCare Document Manager



Faster, more timely documentation

Automate the creating, personalizing, sending and tracking of documents, reducing manual tasks and leaving more time for staff to focus on the quality of care they are providing.



Accurate and error-free

Eliminate documentation errors from missing or incorrect documents or manually completed forms by prepopulating with resident information directly from the EHR.



Cost effective

Eliminate the costs and time-consuming process of printing, copying, mailing, and storing paperwork, saving the forms with the resident record to easily verify the documentation status.

With documentation securely stored and easily retrieved,
your staff has more time to spend with residents.



Quick and easy personalization and visibility

Document Manager is an efficient tool for producing and electronically executing documents required for residents in skilled nursing facilities. Templates can be developed from a PDF with field tags for key resident identifiers such as name, address and insurance information. Data is captured and auto-populated directly from the PointClickCare EHR, streamlining the preparation of documentation. Track documents from dashboards or a resident's record with status indicators for pending, overdue, or missing documents. All documents can be viewed in the resident profile for instant access



Electronic signatures

Capture electronic signatures of residents and family members either in person or remotely for admission, care plans and additional forms. Electronic signatures are tracked within the PointClickCare application for review, indicating which documents have been signed or are still pending, making it easier for staff to view a resident's documentation status at a glance.

**Give your staff the right tools to focus on providing high-quality care,
instead of time-consuming documentation.**

PointClickCare is a leading health tech company with one simple mission:
to help every provider deliver exceptional care.

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