



Be There with EasyLiving's Online Care Portal



EasyLiving Gives You the Option to Monitor Your Loved One's Care Online

We understand how stressful it can be to have a loved one that needs help living independently. At EasyLiving we want to alleviate some of those stresses by giving you real-time transparency to the care process by helping to ease some of the logistical burdens with our online Family Room portal.

With the Family Room available to you at no extra cost you will be able to access records of care online from any device with internet access.

Additionally, you and other family members can use a shared calendar to coordinate between yourselves and track visits scheduled by your caregivers, as well as to track invoices and enter payments.

How does this work?

Once you receive an emailed invitation giving you access to our online Family Room portal, you will be able to do the following:

- a. Keep live track of Caregiver status updates
- b. Keep live track of your Care Manager and their notes and progress.
- c. Coordinate and schedule events with other family members
- d. View your invoices and enter payments online

With the Family Room, not only will you be able to keep track of the financial aspects of caring for your loved one, but you will also be able to track the care provided for your loved one whenever and wherever you have internet access.

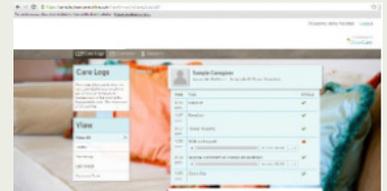
Additionally, whether or not you wish to access our online Family Room portal, you can choose to have invoices sent to you by email. Invoices will be sent in PDF form and can easily be saved to your computer for record keeping purposes.

As mentioned above, these services come at no extra cost to you. They are a part of our mission to provide the best possible care to your loved one and to empower you with the ability to care for them as well.

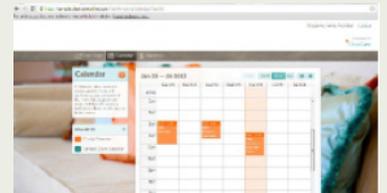
Sincerely,

Alex Chamberlain
CEO
EasyLiving, Inc.

Our Online Family Room



Keep track of status updates in real time, listen to caregiver comments, and know that your loved one is in good hands



Coordinate events with family members



Access your invoices online

“ Track the care provided for your loved one whenever and wherever you have internet access. ”



Be There with EasyLiving's Care Portal (cont.)



If you are interested in accessing our Online Family Room, receiving invoices by email, or both, please fill out the following form and mail it in the return envelope provided with this letter.



Your Name: _____ Client Name: _____

(Check all that apply)

- Yes! Email me all future invoices!
- Yes! Send me an invitation to the Online Family Room!

Email address: _____

- Please also send invitations to the Online Family Room to the following people:

Name	Email address
_____	_____
_____	_____
_____	_____



Be There with EasyLiving's Family Room Online Care Portal (cont.)

The Family Room Tab

The Family Room tab is a feed of all the information in the Family Room. In this area you can post a comment publicly or direct it to a specific administrator.

1. To access this area of the Family Room, click on the tab in the top left hand corner of the menu bar labeled "Family Room".
2. In the text box, you can write out a post to the feed. These posts will only be displayed in this section of the Family Room.
3. If you would like to direct your post to a specific agency staff member, you can click on the small button with the downward facing arrow. You'll be able to select an administrator from a drop down menu (pictured below). This will also deliver your post to them via email.
4. The "To Dos" section displays any recent to do items.
5. The "Events" section features any new items on the "Family Calendar".

The screenshot shows the EasyLiving Family Room Online Care Portal interface. The top navigation bar includes tabs for Family Room (1), Care Logs, Calendar, Invoices, Medications, To Do, and People. The main content area is divided into several sections:

- Latest Updates:** A text input field (2) with the placeholder "What's on your mind?" and a "Post" button (3) with a downward arrow.
- Marshall Brown:** A care log entry for Thursday, February 18, 2016, with a table of tasks.
- To Dos (4):** A list of tasks, including "DUE 11/27/2015 Please do a safety check of the house (Aly Massoud)".
- Events (5):** A list of events, including "SAT FEB 20, 2016 9:00 AM - 3:30 PM Jones, Susan".

A "Forward To" dropdown menu is open, showing a list of agency staff members:

Family Members
Lawrence LaMothe
Assigned Agency Staff
Caitlin Fitting
Lizzy Lizard
Polly Pickle



Be There with EasyLiving's Family Room Online Care Portal (cont.)



The Care Logs Tab

The Care Logs tab is comprised of completed shifts and the tasks that occurred during each visit. By clicking on the shift, you can see what happened at the point of care in real time.

1. To access this area of the Family Room, click on the tab labeled "Care Logs".
2. To navigate to the visits that occurred in the past, use the options found in the "View" section to pick a day in the past or to select a specific period of time.
3. Once you have selected the time period you are interested in viewing, click the specific shift to see what was done during that visit. This information is updated in real time and shows the task, the time it was completed, and whether or not it was completed.

Care Logs

Care Logs allow you to view the care provided to your loved one - part of our commitment to transparency and providing the best possible care. Click to review a full care log.

View

- View All
- Today**
- Yesterday
- Last Week
- Custom Date

Today

Tiffany Crystal
February 18, 04:00 p.m. - February 18, 09:00 p.m. (Complete)

Marshall Brown
February 18, 11:00 a.m. - February 18, 11:45 a.m. (Complete)

TIME	TASK	STATUS
11 a.m.	Clock In	✓
11:39 a.m.	Prepare breakfast	✓
11:39 a.m.	Walk with client Aly: The weather was a little chilly outside, and Susan already wasn't feeling well. Instead we stayed inside and did some exercises in the living room.	✗
11:45 a.m.	Clock Out	✓



Be There with EasyLiving's Family Room Online Care Portal (cont.)

The Calendar Tab

The Calendar tab is a place to view upcoming caregiver visits and to coordinate with family members. You cannot add caregiver visits to this calendar but you can coordinate information, such as birthdays or visits, with other family members.

1. To access this area of the Family Room, click on the tab labeled "Calendar".
2. To add an event to your Family Calendar, click the orange "plus" sign on the left hand side of your screen. These events are for coordinating between family members. This information will not be communicated to EasyLiving.
3. The teal calendar on your screen represents scheduled caregiver visits. These cannot be edited. Please contact EasyLiving to request changes to the schedule.

The screenshot displays the 'Calendar' tab in the EasyLiving Family Room. The navigation bar at the top includes 'Family Room', 'Calendar', 'Invoices', 'Medications', 'To Do', and 'People'. The main calendar area shows a weekly view for February 14-20, 2016. A sidebar on the left has a 'Calendar' header with a '+' icon and a list of events: 'Family Calendar (1)' and 'Massoud Care (6)'. A 'View All (7)' link is also visible. A modal window titled 'Add' is open, showing fields for 'WHEN' (8:00am to 10:00am), 'RECURRENCE' (None), 'WHAT', 'WHERE', and 'GUESTS' (Select Here). Three callout boxes with numbers 1, 2, and 3 point to the 'Calendar' tab, the '+' button, and a teal event card respectively.



Be There with EasyLiving's Family Room Online Care Portal (cont.)



The Invoices Tab

The Invoices tab is where you can view a history of all invoices generated by EasyLiving. You can also track which invoices have been paid and which remain outstanding.

1. To access this area of the Family Room, click on the tab labeled "Invoices".
2. You can choose to view all invoices or select the year you wish to review.
3. Click on the invoice of interest. It will open as a PDF in a new tab illustrating all care logs, rates, amounts, and the total due. If the invoice has been paid it will show a 'PAID' stamp at the top of the invoice.
4. If a payment has been made and applied to an invoice, a small check mark will appear at the end of the description of the date and total. If the invoice is outstanding it will reflect the total dollar amount due.

The screenshot shows the 'Invoices' tab selected in the navigation bar. The interface displays a list of invoices for Susan Jones, filtered by the year 2016. The list includes the following details:

Year	Date	Total	Status
2016	FEBRUARY 21	TOTAL \$512.50 • \$25.00 DUE BY FEB 21	Outstanding
2016	FEBRUARY 13	TOTAL \$862.50 • PAID ON FEB 13 ✓	PAID
2016	FEBRUARY 06	TOTAL \$662.50 • PAID ON FEB 12 ✓	PAID
2015	SEPTEMBER 15	TOTAL \$562.50 • DUE SEP 15 • \$562.50 DUE	Outstanding
2015	AUGUST 27	TOTAL \$1,110.75 • DUE AUG 27 • \$1,110.75 DUE	Outstanding



Be There with EasyLiving's Family Room Online Care Portal (cont.)

The Medications Tab

The Medications tab is where you can view a list of all medications taken by your loved one. You can use this information to collaborate with your care managers and add new medications or supplements as they change.

1. To access this area of the Family Room, click on the tab labeled "Medications".
2. To add a new medication or supplement, you can click on the orange "plus" sign in the top left corner. You can select a medication or supplement and choose the form, strength, dosage, reason/description, and schedule, as well as include additional notes. Medications added through the Family Room will be added to your client's assessment, or plan of care.
3. You can use the "View" option to sort by all, active or inactive medications and supplements.
4. Once you have selected your view, the list of medications will appear on the main section of the page.

MEDICATION	DOSAGE	REASON	TIME	MODIFIED	ACTIVE
21st Century Fish Oil 1000 mg Omega 3	1 pill	Memory	09:00 AM	9/17/15	✓
Ritalin-sr 20mg	1 tablet	Focus	with breakfast	2/18/16	✓
Tis-u-sol 100 ml				2/18/16	

Add Form Fields:

- DRUG / SUPPLEMENT
- MEDICATION NAME
- FORM (Unit...)
- STRENGTH (Unit...)
- DOSAGE
- REASON / DESCRIPTION
- SCHEDULE: Regular Schedule () As Needed (PRN)
- What time is the medication administered? (08:00 AM)
- Or take the medication: first thing in the morning, with breakfast, with lunch, with dinner, at bedtime
- NOTES
- Client is actively taking this medication.



Be There with EasyLiving's Family Room Online Care Portal (cont.)



The To Do Tab

The To Do tab is where you can view, add, and check off to dos. The To Dos can also be assigned directly to an office agency staff member.

1. To access this area of the Family Room, click on the tab labeled "To Do".
2. To add a to do, click on the orange "plus" sign next to where it says "To Dos". You can enter the description of the task, due date, and even assign the task to a specific agency staff member.
3. Once you add the to do, you can choose to sort by those that need to be completed, those that have been completed, or both.
4. To mark a task as "complete," simply check the box to the left of the description. The task will move from the "To Do" section to the "Done" section.

Family Room Care Logs Calendar Invoices Medication **To Do** People

To Dos +

In To Dos, you can view, add and check off to-do lists. Everything that needs to be done is kept in one place.

Displaying items TO BE COMPLETED. Ordered by DUE DATE.

DUE 11/27/2015
Please do a safety check of the house (Assigned to Aly Massoud)

View 3

To Do >

Done

Add x

add and ything rept in

TO DO

DUE DATE

ASSIGN TO
Anyone

Cancel Save

4



Be There with EasyLiving's Family Room Online Care Portal (cont.)



The People Tab

The People tab is where you can view contact information for family members, agency staff members, and caregivers who are active in the Family Room.

- To access this area of the Family Room, click on the tab labeled "People".
- The Contacts section of the People tab is where all client contacts are listed.
- Under the "View" section, you can sort by contacts (family members, doctors, etc.) or agency staff members (care managers, caregivers, etc.).
- The Agency section shows contact information for agency staff, care managers and caregivers. Click on the profile to view additional contact information such as email addresses and phone numbers.

The screenshot displays the 'People' tab interface. At the top, a navigation bar includes 'Family Room', 'Care Logs', 'Contacts', 'Invoices', 'Medications', 'To Do', and 'People'. The 'People' section is divided into 'Contacts' and 'Agency' sub-sections. The 'Contacts' section lists individuals like Robert Robertson (Medical Professional - Doctor), Mary Jones-Ivey (Family - Daughter), and John Jones (Family - Son). The 'Agency' section lists Tiffany Crystal and Marshall Brown (Caregivers). A 'View' sidebar on the left allows filtering by 'View All (5)', 'Contacts', 'Medical Professional (1)', 'Family (2)', 'Agency', and 'Caregiver (2)'. An 'Edit' modal is open for Lawrence LaMothe, showing fields for first name, last name, email address, and phone numbers (mobile, home, work). Numbered callouts 1-4 highlight key UI elements: 1 points to the 'People' tab, 2 to the 'Contacts' section, 3 to the 'View' sidebar, and 4 to the 'Edit' modal.