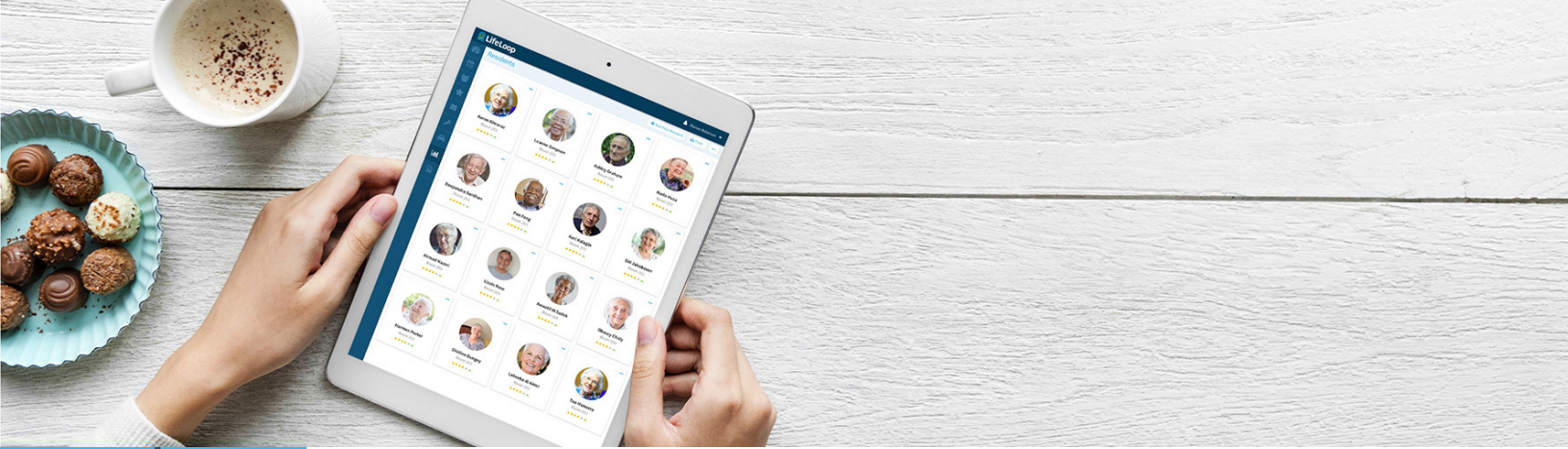




# PCC INTEGRATION ACTIVITY ATTENDANCE

How to navigate PCC and what information flows from LifeLoop into PCC.



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# PCC INTEGRATION ACTIVITY ATTENDANCE

## PCC ACTIVITY ATTENDANCE FAQS

### ? WHEN WILL ACTIVITY ATTENDANCE TRANSFER TO PCC?

Attendance tracked in LifeLoop will be pulled into PCC nightly.

### ? WHAT ACTIVITY INFORMATION WILL TRANSFER TO PCC?

Attendance tracked on all calendar activities and all resident personal activities. The name, date and time of the activity. The location, activity type and description are all joined together in the PCC "Notes" field which is equivalent to the LifeLoop activity "Descriptions" field.

### ? WHO DO I CONTACT IF I DON'T HAVE ACCESS TO VIEW THE PCC ACTIVITY ATTENDANCE INTEGRATION?

If you do not have the necessary permissions, please contact the lead PCC user at your community or your PCC account manager.

### ? WHEN I MAKE CHANGES, WHERE DO I GO FIRST?

LifeLoop is the "source of truth" for activity attendance. Anytime you want to make edits to activity attendance, edit in LifeLoop first. PCC will sync and adjust the changes at the end of each day.

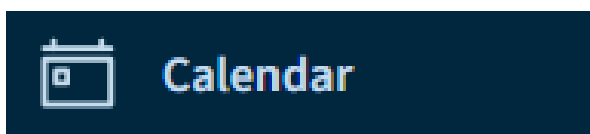
# PCC INTEGRATION ACTIVITY ATTENDANCE

## TAKING ATTENDANCE IN LIFELOOP

**Note:** These steps must be completed first for all activity attendance to be synced into PCC.

### STEP 1

Open **Calendar** on your feature menu.



### STEP 2

Click the activity to open the Activity Details of the activity you would like to take attendance for.



### STEP 3

Click **Take Attendance** on the top right-hand side.



# PCC INTEGRATION ACTIVITY ATTENDANCE

## TAKING ATTENDANCE IN LIFELOOP

### STEP 4

Select the green circle next to the residents name to mark them as attended or the yellow circle to mark them as declined.

For attended residents, you can select their stars of engagement from a 1 star to a 5 star. For example, 5 stars for Alex as he really enjoyed this activity.



Alex Smith  
unit



**Note:** All accepted attendance will sync to their PCC resident calendar that night. Declined attendance will not sync.

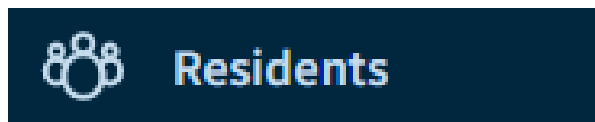
# PCC INTEGRATION ACTIVITY ATTENDANCE

## TAKING PERSONAL ACTIVITY ATTENDANCE IN LIFELOOP

**Note:** These steps must be completed first for personal activity attendance to be synced into PCC.

### STEP 1

Open **Residents** on your feature menu.



### STEP 2

Next to the residents name, click the **add new personal activity** icon.



### STEP 3

Type in or select from pre-created Activity names such as Puzzle.

Activity Name (required)

Crosswords/Puzzles

# PCC INTEGRATION ACTIVITY ATTENDANCE

## PERSONAL ACTIVITY ATTENDANCE IN LIFELOOP

### STEP 4

Select the exact time or a general time of the personal activity.

Time (required)

Exact Time

Exact Time

All Day

Morning

Afternoon

Evening

### STEP 5

Select the date of this personal activity.

Date (required)

04/14/2022

### STEP 6

Add any additional resident attendees that were also participating in this personal activity by clicking on their name.

Additional Attendees

Select...

Select All

Alex Davidson

Alex Smith

Alexa "Alex" Edwards

Angie Baker

Archer "Arch" Seger

Barb Star

# PCC INTEGRATION ACTIVITY ATTENDANCE

## PERSONAL ACTIVITY ATTENDANCE IN LIFELOOP

### STEP 7

Type in the description of the personal activity.

Description

Completed a 100 piece puzzle.

### STEP 8

Click on **Add Images** to upload any photos of the personal activity.

 **Add Images**

### STEP 9

Click **Create Personal Activity** on the bottom right-hand side to add the personal activity to the resident(s) activity feed.

**Create Personal Activity**



# PCC INTEGRATION ACTIVITY ATTENDANCE

## PCC PERMISSIONS REQUIRED

**Note:** Below are the minimum PCC permission levels required for a staff member to access a feature or report in PCC.



### CLINICAL

Event Calendar Resident Calendar = Read  
Community Calendar = Read



### EVENT CALENDAR OPERATIONS

Internal Location = Read  
Resource = Read  
Event Types = Read



### EVENT CALENDAR REPORTS

Event Calendar Comparison Report = Yes  
Event Calendar Report = Yes

# PCC INTEGRATION ACTIVITY ATTENDANCE

## PCC NAVIGATION

► **VISUAL OF WHERE TO ACCESS CALENDAR IN PCC**

The screenshot shows the PointClickCare interface for a resident named Albright, Aleese (9746). The top navigation bar includes 'Home', 'Admin', 'Clinical', and 'Reports'. The 'Clinical' tab is selected. A red arrow points to the 'Calendar' icon in the top right corner of the navigation bar. The main content area displays various tabs like 'Resident Dashboard', 'Vital Signs', 'Current Vitals', 'Diet', and 'Activities of Daily Living'. The 'Resident Dashboard' tab is active, showing a table of vital signs and a list of activities.

This block contains two screenshots. The top screenshot shows the 'Clinical' menu in the PointClickCare interface. The 'Calendar' option is highlighted with a red box. The bottom screenshot shows a calendar view for March 2022. The calendar displays dates from Sunday to Saturday. A red box highlights the 'Calendar' link in the top navigation bar. The calendar view shows a grid of dates with some events marked, such as '11:15am PT with Pk' on Sunday, March 27, and '10:00am Unit Topic' on Monday, March 28.

**Note:** All residents in PCC visuals above are not based on real residents.

# PCC INTEGRATION ACTIVITY ATTENDANCE

## PCC NAVIGATION



### SYNCED FROM LIFELOOP

Any synced activities will show "Synced from LifeLoop" in the PCC activity notes followed by the activity type, location and description.

The screenshot shows the PointClickCare Facility Calendar interface. A modal form for editing an event titled "Fit with Phil" is open. The form includes fields for Description, Max # of Resident(s), Resident(s), Event Type, Location, Resource(s), Responsible for Event, and Other Personnel. A red box highlights the "Notes" field, which contains the text: "Synced from LifeLoop | Intellectual | Cafeteria | Phil will be leading us through some rigorous exercises!". A red arrow points from this box to a larger, detailed view of the notes field below.

This block provides a detailed view of the "Notes" field from the event form. It shows the text: "Notes: Synced from LifeLoop | Intellectual | Cafeteria | Phil will be leading us through some rigorous exercises!". The text is enclosed in a red box, matching the one in the screenshot above.

**Note:** All residents in PCC visuals above are not based on real residents.

# PCC INTEGRATION ACTIVITY ATTENDANCE

## PCC NAVIGATION

PointClickCare (API sandbox) FACILITY\_12 devtestul Sign Off

Home Admin **Clinical** Reports

Facility **Resident Event Listing** Display Events Export to CSV

Event Types: Choose an option... Responsible: Choose an option...

Event Date Range: 03/24/2022 to 03/31/2022

Resident:

Unit: All Floor: All

Show Cancelled Events: ☐

Search Reset

Resident Name	Event Calendar	Event Name	Event Start Date	Event End Date	Location	Responsible
Albright, Aleise	Facility	SNF Activity Calendar event	03/29/2022 08:00 PM	03/29/2022 09:00 PM		
Albright, Aleise	Facility	Fit with Phil - EDITED	03/30/2022 02:15 PM	03/30/2022 02:45 PM		
Albright, Aleise	Resident	One on One EDITED	03/30/2022 05:00 PM	03/30/2022 07:30 PM		
Allison, Akliah	Facility	SNF Activity Calendar event	03/29/2022 08:00 PM	03/29/2022 09:00 PM		
Barros, Aline	Facility	SNF Activity Calendar event	03/29/2022 08:00 PM	03/29/2022 09:00 PM		
Barros, Aline	Resident	One on One EDITED	03/30/2022 05:00 PM	03/30/2022 07:30 PM		

**Note:** All residents in PCC visuals above are not based on real residents.

# PCC INTEGRATION ACTIVITY ATTENDANCE

## CONTINUED LEARNING



### ATTEND A UNIVERSITY COURSE

Don't forget about our complimentary LifeLoop University available to you and your team. Courses are provided weekly and cover all LifeLoop features. Emails with the topics and schedules are sent out monthly for you to register to attend.



### VISIT THE LEARNING COMMUNITY

Access LifeLoop marketing collateral and training resources at your convenience.

Find the Learning Community by clicking the "?" on the top right-hand side of your screen or going to <https://ourlifeloop.com/training/staff>.



### FURTHER QUESTIONS?

Reach out to [Support@OurLifeLoop.com](mailto:Support@OurLifeLoop.com) or your Customer Relationship Specialist.