

MatrixCare Telephony Clock In/Clock Out

Clock in

1. Call #1 855-756-9658
2. Enter Soneto ID then hit # key
3. Hit 1 for arrival
4. Wait for "thank you, goodbye" and for the line to end.

Clock out

1. Call # 1 855-756-9658
2. Enter Soneto ID then hit # key
3. Hit 2 for departure
4. Hit 1 for tasks
5. Enter the code number then the # key
6. Hit 1 to enter more tasks
7. Repeat step 5 and 6 until all tasks are marked that were completed
8. Hit 2 to complete call
9. Wait for "thank you, goodbye" and the line to end.

*If you do not hear "thank you, goodbye" and let the line end, the call will not submit properly.

*You must call from your client's home phone or cell phone.

MATRIXCARE TELEPHONY PHONE #

1 (855) 756 - 9658

TELEPHONY ID: _____

MATRIXCARE MOBILE URL

<https://app.soneto.net/IndianaHomecare>

USERNAME: _____

PASSWORD: _____

SIGNATURE PIN: _____



TELEPHONY TASK ID #'S

BATHING	
Tub/Shower	1
Bed Bath	2
Partial Bath	3
Shower Assist (ATTC ONLY)	4
Sink Bath	45
HYGIENE & GROOMING	
Assist with Dressing	5
Hair Care/Shampoo	6
Skin Care	7
Foot Care	8
Check Pressure Areas	9
Nail Care	10
Oral Care	11
Other	12
Assist with Elimination (Toileting)	13
PROCEDURES	
Catheter Care/Ostomy	14
Monitor Intake/Output	15
Medication Reminder	16
Other	17
ACTIVITY	
Assist with Ambulation (WC/Walker/Cane)	18
Mobility Assist (w/transfers)	19
Mobility Assist (w/transfers) *HOYER*	20
ROM - Active	21
Positioning	22
Exercise	23
Other	24
NUTRITION	
Meal Preparation	25
Assist with Feeding	26
Limit/Encourage Fluids	27
Other	28
OTHER	
Equipment Care	38
Transportation Needs (W/ CLIENT)	39
Shopping (CG ONLY)	40
Unusual Findings	44

HOUSEHOLD SERVICES	
Laundry	29
Light Housekeeping (HHA)	30
Dust	31
Clean Kitchen after use	32
Clean Bathroom after use	33
Vacuum/Sweep/Mop	34
Change Bed Linens	35
Clean Living Areas	36
Other (Trash, Windows, Walkways, etc.)	37
PRECAUTIONS	
Observed Standard Precautions	46
Observed Contact Precautions	47
Observed Droplet Precautions	48
Observed Airborne Precautions	49
Diabetic Precaution	63
Seizure Precaution	64
Respiratory Precaution	65
Bleeding Precaution	66
Falls Precaution	67
Oxygen Precaution	68
Other Precaution	69
Code Status	70
RESPITE	
RESPITE Reason	41
RESPITE Location Provided	42
RESPITE Type	43
PAC	
Assistance with Personal Care	50
Assistance with Meals	51
Assistance with Shopping	52
Assistance with Errands	53
Assistance with Correspondence or Bill Pay	54
Assistance with Scheduling Appointments	55
Assistance with Chores	56
Assistance with Leisure Activities	57
Assistance with Mobility	58
Escorting to Community Activities	59
Supervision and Monitoring	60
Reinforcement of Behavioral Plans	61
Adherence to Risk Plans	62