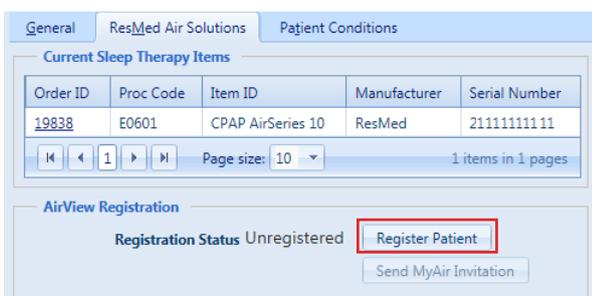


Brightree[®] to AirView Quick Reference Guide

English

Registering an AirView patient in Brightree

1. Log into your Brightree account.
2. Search for the patient that you want to register in AirView.
3. Click the **Clinical** tab.
4. Click the **ResMed Air Solutions** tab.
5. Click **Register Patient**.



* Patient identity and data are fictional.

The **Patient Management** page opens with some pre-populated information.



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6. Verify that the pre-populated information is correct and fill in the following fields:
 - **Organization:** If your HME has multiple AirView accounts, select the appropriate account for that patient. If you have only one AirView account, the organization is preselected.
 - **Device Type:** Select the device that the patient is using.
 - **Setup Date:** Enter the date that the patient was set up with their device.
 - **Location:** Select an AirView location for the patient.
 - **Clinical User:** Assign an AirView clinical user to the patient.
 - **Physician:** Assign an AirView physician to the patient.
 - **Device Serial Number:** Enter the serial number of the device that the patient is using. If the order exists in Brightree, this field is pre-populated.
 - **Device Number (Air Solutions devices):** Enter the 3-digit number found on the back of the device. If the order exists in Brightree, this field is pre-populated.
 - **Modem Serial Number (S9™ devices):** Enter the serial number of the modem that the patient is using. If the order exists in Brightree, this field is pre-populated.

- **myAir™ Invitation (Air Solutions devices):** Confirm if the myAir email invitation should be sent. Do not check the box if a valid notification email address is not supplied or if the invite should not be sent to the patient.
7. Click **Submit** to register the Brightree patient in AirView.

Linking existing AirView patients to your Brightree/AirView integrated solution

If you want to link existing AirView patients to your Brightree/AirView integrated solution, you must re-add each patient through the AirView window in Brightree.

Note: You do not need to delete the existing patient from AirView before you re-add them to the integration:

1. In Brightree, go to the **ResMed Air Solutions** tab.
2. Click **Register Patient**.
3. On the **Patient Management** page, enter the patient's information.
4. Click **Submit**.
Brightree displays a dialog box that indicates when this patient is already registered in AirView and asks you to confirm whether they are the same patient.
5. Verify that your new patient matches the AirView patient and then click **Submit**.

This step synchronizes the patient record between AirView and Brightree. There are no duplicate records.

Managing compliance tasks in Brightree

1. Search for AirView Compliance patient notes as follows:
 - From the **Ordering** main menu, click **Notes** to display the **Notes Search** screen.
 - Select a **Note Type**.
After you select a Note Type, the Note Reason field is enabled.
 - Click the **Note Reason** field, select the appropriate **AirView Note Reason** and then click **Search**.
 - From the **Notes Search Results** tab, click the **Edit** icon (or the ID or Subject hyperlink) to display the **Notes** tab on the patient record.
2. Follow your usual workflow.

Viewing reports

Viewing reports in Brightree

Reports can be generated and viewed on-demand within the **AirView Reporting** section.

1. Search for the patient in Brightree.
2. Click the **Clinical** tab.
3. Click the **ResMed Air Solutions** tab.



4. In the **AirView Reporting** section, select a **Report Type** from the drop-down list. Options include:
 - Compliance
 - Compliance and Therapy (requires login to AirView)
 - Select a **Reporting Period** using one of the following methods:
 - Select the **30 Day Compliance Report** check box (for Compliance reports only).
 - Enter a compliance date range using the **Report Period** fields (90-day maximum).
5. Click **View Report**.



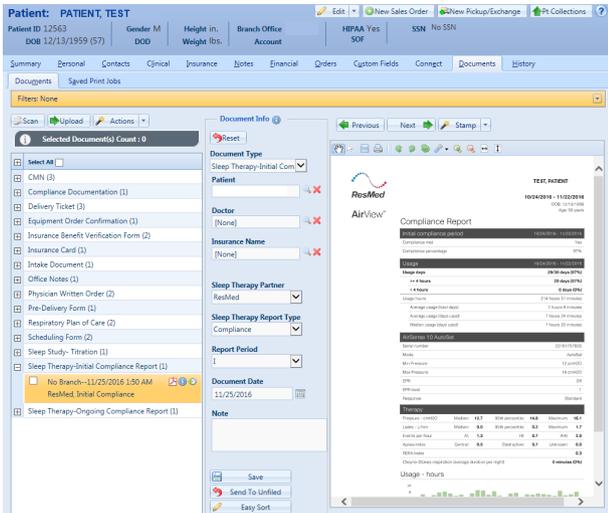
* Patient identity and data are fictional.

Viewing reports in Brightree Document Management

The AirView Compliance Report can be configured to automatically save in Brightree Document Management[†] upon initial patient compliance and at 30, 60, and 90 days intervals from the patient's initial setup date.

To view stored reports:

1. Search for the patient in Brightree.
2. Click the **Documents** tab.
3. On the Documents sub-tab, select the report that you want to view.



* Patient identity and data are fictional.

[†] Subscribe to Brightree Document Management to access these features. If you are not currently using Brightree Document Management, please reach out to support@brightree.com to learn more.

Updating patient and device information

After a patient is registered in AirView through Brightree, Brightree will send automatic updates to AirView if you:

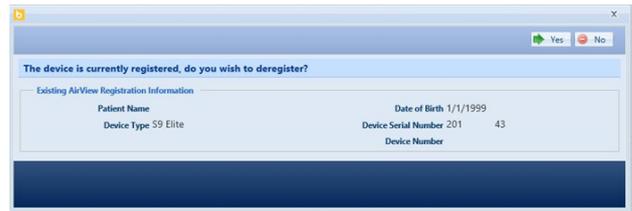
- change the patient's information (first name, last name or date of birth) on the Brightree patient record
- change the device information (serial number, device number, device type) on a sales order item or confirm a pickup/exchange for a new sales order item.

Note: Before updating AirView, you will be prompted to verify the existing information and new values.

Removing a device from a patient

If you need to reassign or remove a device that is currently in use by a patient, you can disassociate the device (serial number) from the patient simultaneously in both Brightree and AirView. You will be prompted with this option in Brightree if you:

- attempt to register a new AirView patient with a device that is already registered to another patient in Brightree and AirView
- update a device on a sales order already registered to another patient in Brightree and AirView
- complete a Pickup/Exchange with a device already registered to another patient in Brightree and AirView.



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Ad-hoc reporting

Brightree's ad-hoc reporting tool stores the following patient information and makes it available for use:

- Payor-specific compliance status
- Registration date
- Date of compliance

Contact support@brightree.com for additional information.



When do I have to log into AirView?

You must log into AirView to complete the following tasks:

- Access additional AirView reporting
- Use remote troubleshooting
- View the AirView compliance dashboard
- Add additional patient information (e.g., insurance, mask or contact information)
- Add a new clinical user to your AirView account
- Add a new location to your AirView account
- Remove or change an S9 modem numbers
- Change device settings
- Change remote monitoring for a patient

Note: You can log into AirView from within Brightree on the **ResMed Air Solutions** tab.

Contact Support

Brightree Support – support@brightree.com