

Client Portal

CubHub Systems

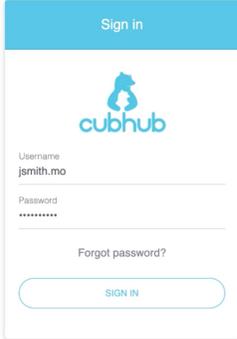
Logging in to CubHub

Log in to CubHub with the username and temporary password given to you by your provider.

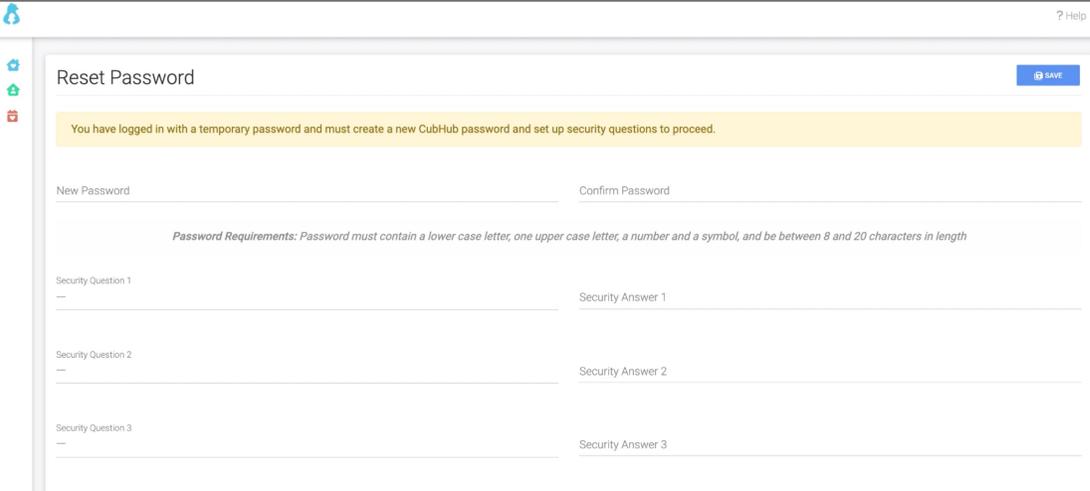
Note: Usernames will be the client's first initial and last name followed by a . and the provider's abbreviated name.

You should be prompted to change your password and set your security questions.

Note: Passwords have to have a capitalized letter, a symbol, and at least 8 characters.



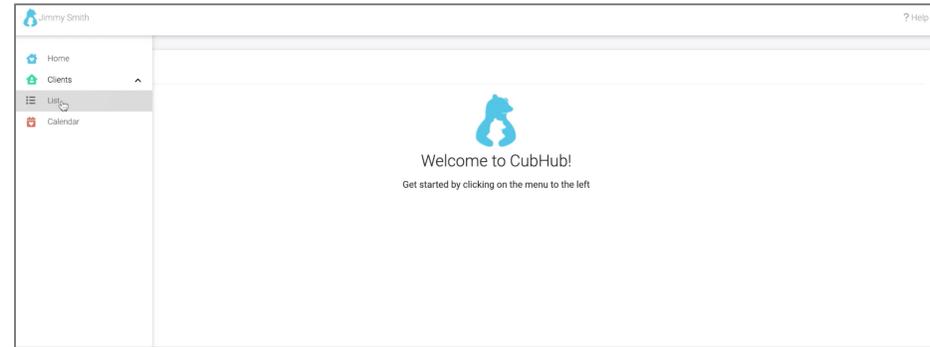
The image shows a 'Sign in' form for CubHub. It features a blue header with the text 'Sign in' and the CubHub logo. Below the logo, there are two input fields: 'Username' with the value 'jsmith.mo' and 'Password' with masked characters. A 'Forgot password?' link is located below the password field. At the bottom, there is a blue 'SIGN IN' button.



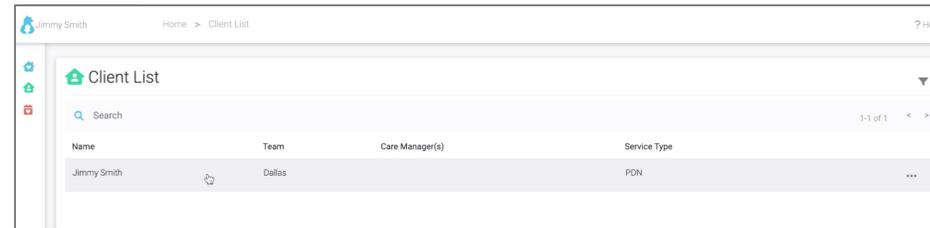
The image shows a 'Reset Password' form. It has a blue header with the text 'Reset Password' and a 'SAVE' button. A yellow message box states: 'You have logged in with a temporary password and must create a new CubHub password and set up security questions to proceed.' Below this, there are two input fields for 'New Password' and 'Confirm Password'. A note specifies: 'Password Requirements: Password must contain a lower case letter, one upper case letter, a number and a symbol, and be between 8 and 20 characters in length'. There are three pairs of input fields for 'Security Question' and 'Security Answer'.

Accessing the Client

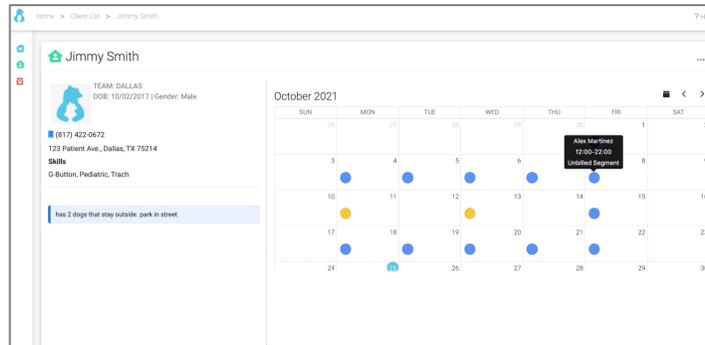
Use the menu on the left to access your loved one's profile and medical chart. Click on Clients, then List.



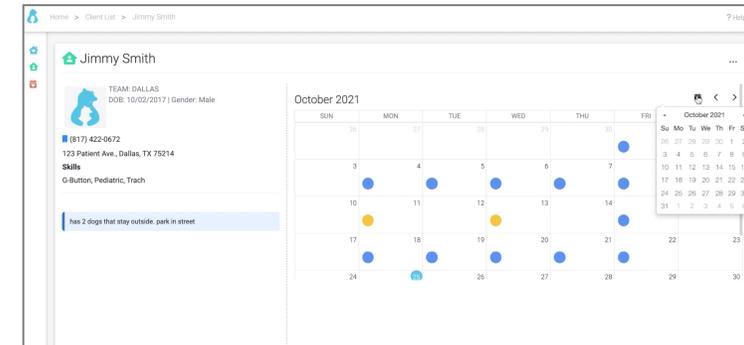
Click on the name to access the client dashboard, allowing you to preview client information and the calendar.



Hover over the calendar date to see details of specific shifts.

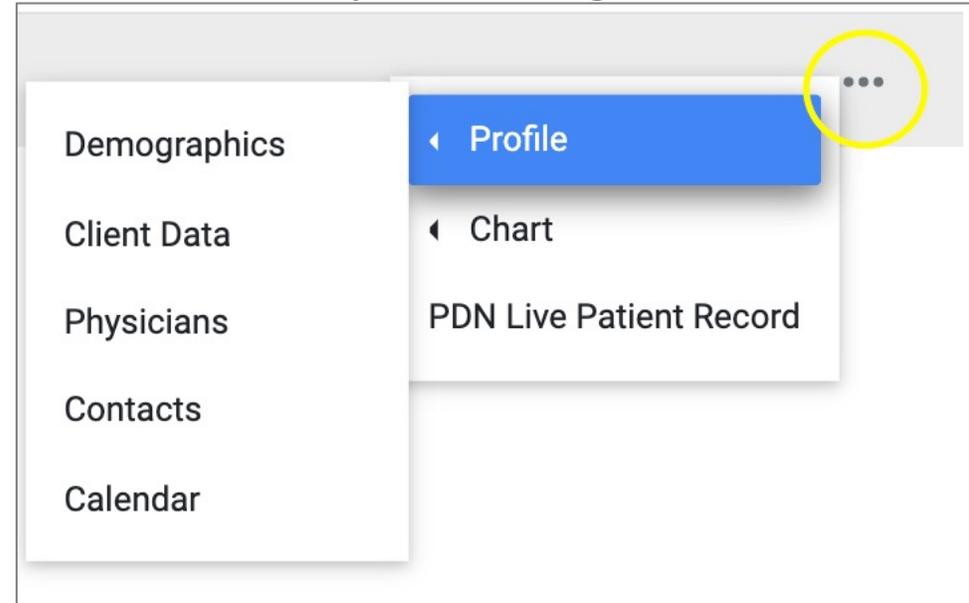


Use the calendar icon to navigate to a different month.



Viewing the Profile

View your or your loved one's profile and chart by clicking the Action Options in the top right hand corner.



Profile Options

Demographics: view your name, birthday, address, and phone number

Client Data: view your data specific to your provider

Physicians: view your physician(s) list

Contacts: access contact information for physicians and other caregivers

Calendar: view or print the calendar

Viewing the Chart

View your or your loved one's chart and chart by clicking the Action Options in the top right hand corner.

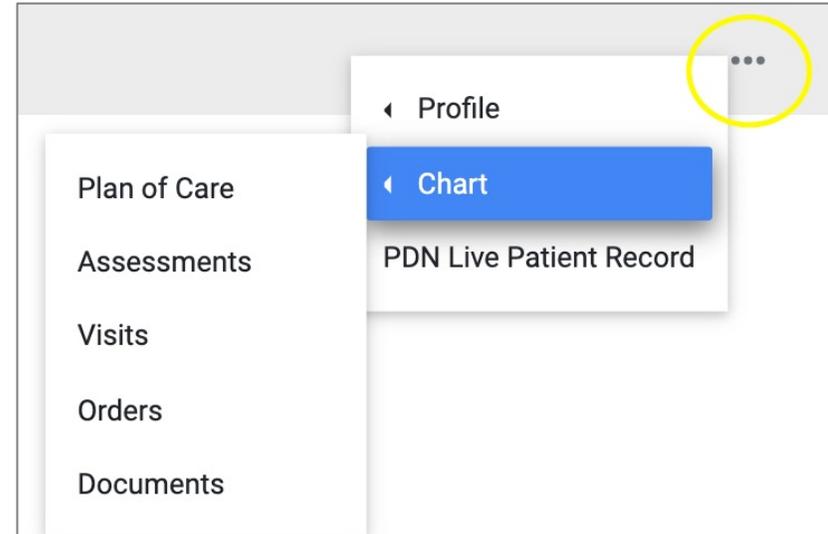


Chart Options

Plan of Care: view or download your/your loved one's ordered plan of care; organized with the newest plan in top of list

Assessments: view or download a pdf of assessments the nursing supervisor has completed; organized by date

Visits: view or download a pdf of a daily visit which details what time(s) a task was performed or a med was given

Orders: view or download pdf of order(s)

Documents: view or download other documents stored in the chart

Downloading PDFs from CubHub

When you want to download a PDF of a visit from CubHub, you will navigate to that section of the chart (visits, orders, or assessments) and click anywhere on the line for a specific assignment or order.

<input type="checkbox"/>	PDN Shift	10/08/2021	Alex Martinez	Completed	...
--------------------------	-----------	------------	---------------	-----------	-----

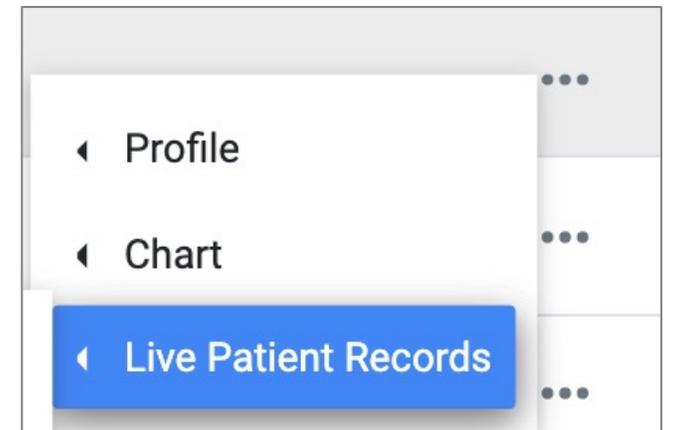
Sample Visit PDF:

Clinical Tasks Completed - Indicates deviation from MD order			
22:02	Bromfenac / Prednisolone acetate (0.75 mg, 10 mg /mL) - take 5ml by Enteric - Jtube, daily medication (Bromfenac / Prednisolone acetate) is a liquid amount marked as Type: Input Other Amount: 2		
22:04	Sulfamethoxazole / Trimethoprim [Bactrim] (400 mg, 80 mg) - take 50mg by Buccal, 3x daily		
22:05	Patient to be on the ventilator as follows: LTV 1150 SIMV Peep 16, PS 16, Hi pressure 60/ Lo20. . . ; Time: 22:05; Patient Rate: N/A; Exhaled Tidal Volume: N/A; O2 Liter Flow to Ventilator: N/A; FIO2/LPM: N/A; Rise Time: N/A; Minute Ventilation: N/A; H2O Temp: N/A; Humidifier Water Lever: N/A; PIP: N/A; Moisture in Circuit: N/A; Filters Checked: N/A; Battery Charged?: N/A;		
22:06	SN to assess pain level, indicate intervention & effectiveness if pain is present every four hours and PRN		
22:06	SN to provide incontinence care Q hours & PRN wet/soiled diaper. Type: Urine Count: 2		
22:09	Albuterol (0.75 mg /3mL) - take 4mL by Enteric - GB, every six		
22:13	Montelukast [Singulair] (10 mg) - take 10mg by Oral, Daily		
22:13	Sulfamethoxazole / Trimethoprim [Bactrim] (400 mg, 80 mg) - take 30mg by Oral, every hour		
22:13	Cleaning solution of PGC choice to clean daily and PRN.		
23:03	check vitals ; O2 Saturation: ; Pulse: ; Detail: ; Pulse Option: ; Rate: ; Temperature: ; Blood Pressure:		
23:49	Prednisone [Rayos] (2 mg) - take 10mg by Oral, daily		
23:51	abemaciclib (20194) - take 15mg by Buccal, 1		
23:55	Miconazole [Aloe Vesta Antifungal] (0.02 mg /mg) - take test by Topical, every 8 hours		
23:57	SN to verify ventilator settings LTV 1150- SIMV mode- rate: 26; PEEP: 9; PIP: 23; PS: 12; TV: 170; PC: 14; iTime: 1.0 seconds and PRN s/s distress or malfunction of equipment. ; Time: 23:57; Patient Rate: N/A; Exhaled Tidal Volume: N/A; O2 Liter Flow to Ventilator: N/A; FIO2/LPM: N/A; Rise Time: N/A; Minute Ventilation: N/A; H2O Temp: N/A; Humidifier Water Lever: N/A; PIP: N/A; Moisture in Circuit: N/A; Filters Checked: N/A; Battery Charged?: N/A;		
23:58	Patient to use pulse oximeter continuously. . . ; O2 Saturation: ; Pulse: ; Detail: ; Pulse Option: ; Rate: ; Temperature: ; Blood Pressure:		
00:00	Left in Care Of/Reported off to: Pcg		
Signatures			
Completed By	E-SIGNED BY KAREN HECATE (RN) Date: 11/02/2021 17:33 CDT	E3EAB0CC-1BFC-4A92-937D-A5699D0288B1	
Acknowledgement of Policies & Fraud	https://mo.mycubhub.net/StaticContent?contentKey=employee_visit_ack		
Parent/PCG		Date: 11/02/2021 17:33 CDT	E3EAB0CC-1BFC-4A92-937D-A5699D0288B1

What is the Live Patient Record?

- The live patient record is going to give you access to the most up to date clinical data regarding you or your loved one.
- It covers each part of the client's body system and helps create the plan of care that is currently in place. There are data points that may include assessment information and interventions which help create the tasks and orders for a clinician in the home.
- It's also where you need to look to access the medication list and see historical data including when a med was last given.

Access the LPR by going to the Client List, clicking on the Action Options and then Live Patient Record.



Viewing the Medication List

Once in the Live Patient Record, you can scroll down to the medication list and access your loved one's medication list.

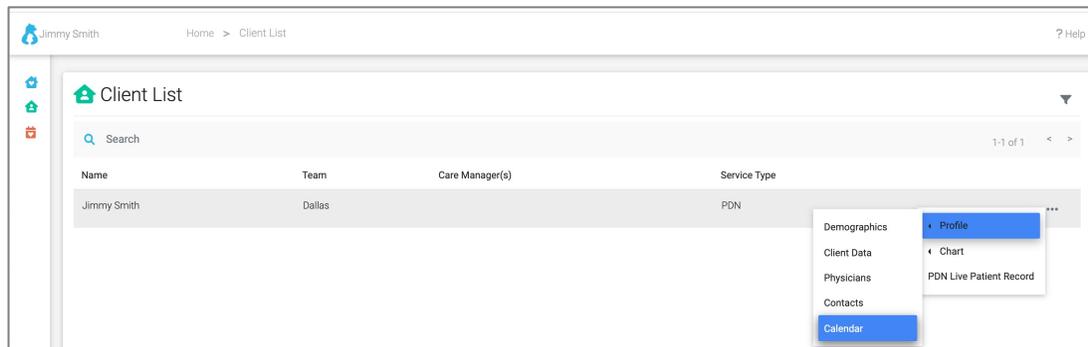
The screenshot shows a web application interface for viewing a patient's medication list. The breadcrumb navigation at the top reads: Home > Client List > Cora Arden > Profile > Assessments > LPR. The page title is "LPR - Cora Arden". On the left, a sidebar menu lists various assessment categories, with "Medications" highlighted in blue. The main content area is titled "Medications" and includes buttons for "PRINT", "INTERACTIONS", and "+ NEW". Below the title are tabs for "ROUTINE", "PRN", and "DISCONTINUED". A search bar is present above a table of medications. The table has columns for "Name (Strength)", "Instructions", "Ordered", and "Type".

Name (Strength)	Instructions	Ordered	Type
Albuterol (0.75 mg /3mL)	Administer every 6 hrs	11/17/2021	Routine ...
Bromfenac / Prednisolone acetate (0.75 mg, 10 mg /mL)	take med	01/13/2021	Routine ...
Bromfenac / Prednisolone phosphate (0.75 mg, 10 mg /mL)	give med	02/25/2021	Routine ...
Melatonin (5mg)		10/20/2021	Routine ...
Miconazole [Aloe Vesta Antifungal] (0.02 mg /mg)	apply every 8 hours	05/13/2021	Routine ...
Montelukast [Singulair] (10 mg)		03/18/2021	Routine ...
Prednisone [Rayos] (2 mg)	give med	01/27/2021	Routine ...

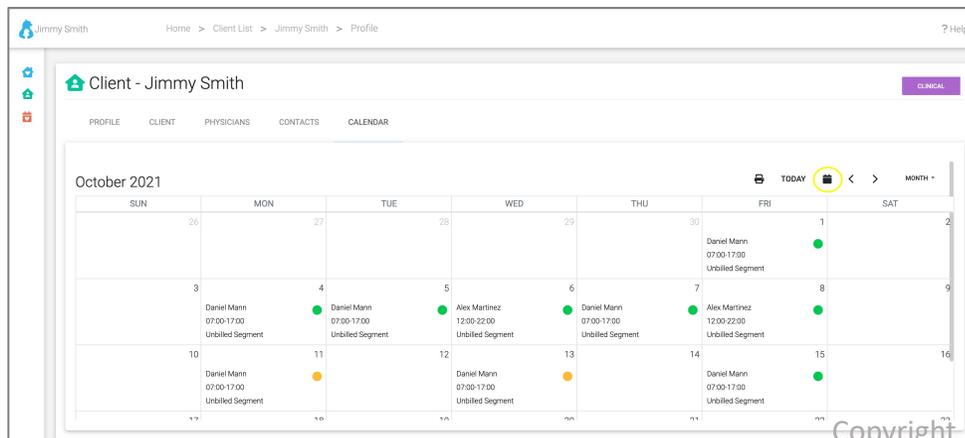
Click anywhere on the line of a medication to see a pop up that shows a medication history for when it was last administered and by whom.

Calendar: How to View & Print

Access the calendar by going to your name in the Client List. Click on the Action Options, go into the Profile and select the Calendar.



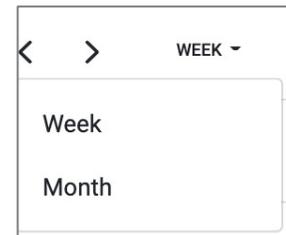
Change the date by using arrows to scroll or clicking the calendar icon to select a specific date.



Print the calendar by clicking the printer icon, which will open up a printable pdf of the calendar month or week.

The screenshot shows a printable PDF of the calendar for 'Jimmy Smith'. The calendar is displayed in a grid format with dates from 09/26/2021 to 11/06/2021. Appointments are color-coded: blue for Daniel Mann (07:00-17:00), orange for Daniel Mann (07:00-17:00), and green for Alex Martinez (12:00-22:00). A printer icon is visible in the top right corner.

						Jimmy Smith
09/26/2021	09/27/2021	09/28/2021	09/29/2021	09/30/2021	10/01/2021	10/02/2021
					Daniel Mann 07:00-17:00	
10/03/2021	10/04/2021	10/05/2021	10/06/2021	10/07/2021	10/08/2021	10/09/2021
	Daniel Mann 07:00-17:00	Daniel Mann 07:00-17:00	Alex Martinez 12:00-22:00	Daniel Mann 07:00-17:00	Alex Martinez 12:00-22:00	
10/10/2021	10/11/2021	10/12/2021	10/13/2021	10/14/2021	10/15/2021	10/16/2021
	Daniel Mann 07:00-17:00		Daniel Mann 07:00-17:00		Daniel Mann 07:00-17:00	
10/17/2021	10/18/2021	10/19/2021	10/20/2021	10/21/2021	10/22/2021	10/23/2021
	Daniel Mann 07:00-17:00	Daniel Mann 07:00-17:00	Alex Martinez 12:00-22:00	Daniel Mann 07:00-17:00	Alex Martinez 12:00-22:00	
10/24/2021	10/25/2021	10/26/2021	10/27/2021	10/28/2021	10/29/2021	10/30/2021
	Daniel Mann 07:00-17:00		Daniel Mann 07:00-17:00		Daniel Mann 07:00-17:00	
10/31/2021	11/01/2021	11/02/2021	11/03/2021	11/04/2021	11/05/2021	11/06/2021



Change the calendar view from weekly to monthly by selecting week or month in the dropdown.

Calendar: Color Coding


OPEN

Scheduled shift without employee assigned.


SCHEDULED

Scheduled shift with employee assigned.


WORKING

Shift has been clocked into and is not yet submitted.


SUBMITTED

Shift is completed and has been submitted.


MISSED

Shift has been marked as missed with missed reason.


NON-CLINICAL

Shift will not have clinical data tied to it.


VERIFIED

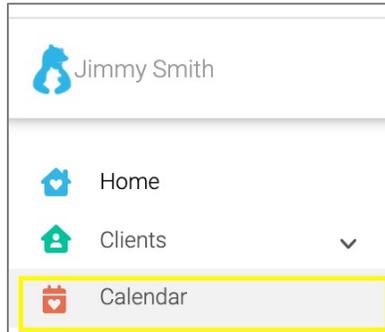
Shift has verified for payroll and/or billing.


NON-BILLABLE

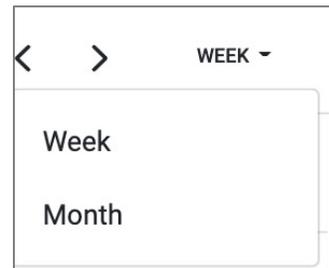
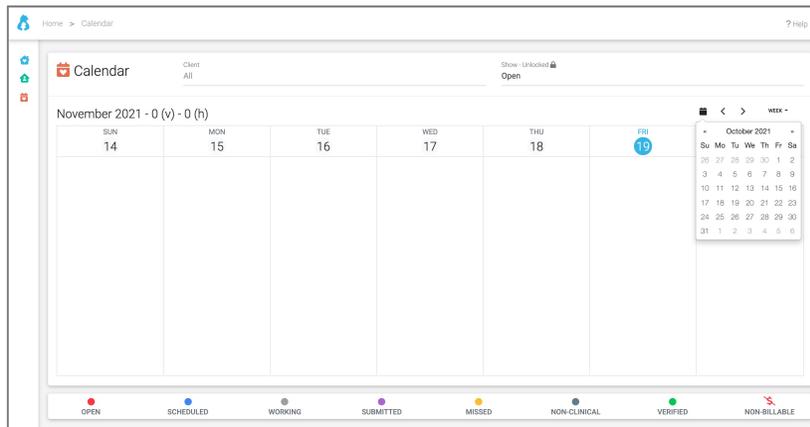
Shift is not billable and will not have service codes associated with it.

Viewing the Calendar from the CubHub Menu

Go to the menu on left hand side of your screen and click the calendar icon to access the calendar.



Change the date by using arrows to scroll or clicking the calendar icon to select a specific date.



Change the calendar view from weekly to monthly by selecting week or month in the dropdown.