SECTION 1

Create a BrainCheck Plan Order

BrainCheck

Requires 2 Orders — Functional Behavioral Assessment & BrainCheck Plan:

- **Functional Behavioral Assessment** — used to collect data for the care plan
- **BrainCheck Plan** — used to generate and download the care plan

LOG IN

→ Navigate to the Provider Portal: https://provider.braincheck.com/login

→ Log In

FUNCTIONAL BEHAVIORAL ASSESSMENT — ORDER 1

CREATE THE ORDER

NAVIGATE

→ Select the '+ New Order' button

ORDER TYPE

→ Select 'Functional Behavioral Assessment'

PATIENT INFORMATION

→ Begin typing the Patient's Name or DOB

→ Select the Patient

CARE PARTNER INFORMATION

→ Select 'Add a New Care Partner'

→ Enter the Care Partner's First & Last Name

→ Enter email address and/or phone number

→ Select 'Relationship'

→ Enter DOB

→ Select 'Save'

ℹ️ *If you enter a phone number, you must check the box "This Care Partner consented to receive SMS communications."*

PROVIDER & LOCATION

→ Select the Provider's Name

→ Select 'Patient is in clinic – do not send order'

REVIEW & CONFIRM

→ Review Order Details for accuracy & make any changes needed

→ Select 'Create Order'

ℹ️ ***3 orders will be created:*** *Functional Behavioral Assessment - Patient, Functional Behavioral Assessment - Caregiver, and BrainCheck Functional Behavioral Assessment Status - Provider (which is simply a quick view summary page).*

BRAINCHECK PLAN — ORDER 2

CREATE THE ORDER

NAVIGATE

→ Select the '+ New Order' button

ORDER TYPE

→ Select 'BrainCheck Plan'

PATIENT INFORMATION

→ Begin typing the Patient's Name or DOB

→ Select the Patient

CARE PARTNER INFORMATION

→ Begin typing the Care Partner's Name

→ Select the Care Partner

If the care partner information was previously added, it should pre-populate. If no care partner is listed, ***'Add a New Care Partner'****.*

PROVIDER & LOCATION

→ Select the Provider's Name

→ Select 'Patient is in clinic – do not send order'

REVIEW & CONFIRM

→ Review Order Details for accuracy & make any changes needed

→ Select 'Create Order'

Once all patient and caregiver tasks are complete, follow the steps outlined in Section 4 to ***'Generate a Care Plan'****.*

SECTION 2

Finalize, Generate, Download Care Plan

BrainCheck

LOG IN

→ Navigate to the Provider Portal: https://provider.braincheck.com/login

→ Log In

REVIEW THE ORDER

NAVIGATE

→ From the 'Orders' tab, enter the Patient's First & Last Name

→ Select the BrainCheck Plan order

ℹ️ *If the patient and caregiver have completed all required tasks, the BrainCheck Functional Behavioral Assessment Status should indicate **'Ready for Generation'**.*

REVIEW & CONFIRM

→ Confirm the Care Partner ('Add a New Care Partner', if needed)

→ Confirm the Patient's Level of Cognitive Function

GENERATE & DOWNLOAD

→ Select 'Generate the Care Plan'

→ Confirm your selection or Select 'Cancel' to make changes

→ Select 'Download'

ℹ️ *Once the care plan has been generated, the BrainCheck Functional Behavioral Assessment Status should indicate **'Completed'**.*