

## Detailed Visit



Tap  to **Start** visit, select **Arrived**



Tap  to **view/hide** information



Tap  to **Add Progress Note**



Tap  to **Complete Progress**



Tap  to **Add Form/Alert**



Tap  to **Complete Form/Alert**



Tap  & **Complete** visit

## Useful Features



### Synchronise Visits

Tap to force Total Mobile to synchronise visits with RiO.



### Visits List

Displays a list of all booked visits for a user  
Tap to open the visit.



### Options

Tap to change Password, change visit display options and Sign Out.



### Locations & Maps

Shows all visit locations on a map.

**Read More** displays visit details.

**Detail** opens the visit; **Route** gives directions.



### Maps

Tap the Map within the visit get directions.



### Quick View of Allergies & Alerts

Tap to view Allergies or Alerts recorded in RiO.



### Add or Remove Alerts

Tap to view, add & remove Alerts.



### Folio



Tap a tile or icon to show/hide Patient Summary  
Progress Notes, Appointment Summary, etc.



### Pausing & Resuming Visits

When visit is active, tap  & select **On Hold**.

To resume visit, tap  & select **Resume**.



### Inbox

Tap to check visit Outcomes are recorded in RiO.



# Total Mobile

Android Smart Phone  
Quick Reference Guide

This guide will help you to:

- Start a Visit
- Record DNA's
- Book Follow Up Appointments
- Record Visit Information

For help using the Total Mobile App  
contact:

### Digital Skills Training Team

ITT@bhamcommunity.nhs.uk

0121 466 7212

For help with devices or network issues  
contact:

### Service Support Team

0121 466 7111

# Total Mobile—How does it work?

All visits are booked in RiO (in advance of the appointment)

Visits are pulled into Total Mobile when the device has an Internet signal

Visits are displayed in the Visits list

Visits are Outcomed in Total Mobile. (Remember you can only have 1 visit active at any time)


Outcomes are returned to RiO when the device has an Internet signal

Any Cancellations are recorded in RiO **not** in Total Mobile

## Simple Visit

Tap  to **Start** visit, select **Arrived**

Hold  to **Omit Progress Note**

Tap , select **Complete**

Complete **Outcome** Form (\*Mandatory)

Tap  to complete visit

## D.N.A.


Tap  to **Start** visit, select **DNA**

Complete DNA Outcome Form

Enter appropriate comment

Tap  to submit Outcome

## Booking Follow Ups

Tap  whilst the visit is active

Tap **Schedule Follow up Appointment**

Complete **Follow Up** Form (\*Mandatory)

Tap **Done**

Complete visit as required