

By now we have moved our clocks forward into Daylight Savings Time, and we're looking forward to  **Saint Patrick's Day**  and the first day of *Spring*. Let's celebrate with another **Hi-Tech Hi-Five**.

## **Hi-One**    **HTS Website**

*Did you know?*



As you navigate the pages of the HTS website, click the HTS logo in the top left corner to return to the Home page. This is a standard web design technique, and you should be able to use it on other websites. You can also click HOME at the bottom of each HTS web page.

## **Hi-Two**    **HTS Human Resources**

**Available Now**

The HTS Human Resources (HR) System tracks employees' Family Medical Leave, Injuries, Electronic Employee filing, and maintains forms that you need on a regular basis. The system also tracks in-services and training events, immunizations, and provides electronic performance reviews that you can customize for individual departments or positions. If you already run our Payroll software, HTS will convert your employees' data directly to HR, and allow for different levels of integration between the systems. If you do not use the HTS Payroll system, you can run a *stand-alone* HR system with all its benefits.

## **Hi-Three**    **All HTS Applications**

**Available Now**

Most reporting programs allow you to print, display, create or spool a file of report data. HTS recommends that you choose  **Display Report** and review the results on screen before you print the entire report.

Also on the display screen, you can check  **Create File** **CREATED\**, enter a report name that you will recognize, and press the [Enter] key. The file will be saved to the DATA\CREATED folder under that name with the extension HTF (Hi-Tech file), i.e. RESLIST.HTF. (To save the file to a different folder, enter the entire path and file name with no extension.) You can export Created files to Microsoft Excel or Word for further editing.

NOTE: With the **New Menu Look** coming soon, all reports will first be displayed and allow you to print or create.



## **Hi-Four**    **Clinical Records: Nursing and Residential Care**






**Available Now**

When you complete and end out of an MDS or RCA record, you can  **Error Check this record** and  **Print the Form (If Error Free)**. If the record has no errors, the program will print the chart copy and mark the assessment as Complete so it can be submitted.

## **Hi-Five**    **HTS Interfaces to Other Vendors' Software**

**Available Now**

HTS interfaces to the following vendors' software to save time and eliminate data-entry errors.

-  **Therapy Charges:** Genesis, Rehab Works, Kindred
-  **Medical Supplies:** Gulf South, RedLine, MedLine, ChargeTracker
-  **Payroll Time Clocks:** TimeTrak, Kronos, Simplex
-  **Electronic Charting:** Resource Systems CareTracker, iMAR Electronic Medication Administration
-  **Satisfaction Surveys:** Press Ganey

**If your vendor's product is *not* listed, HTS can create a *new* interface. Contact Lynne Hammond for more information and pricing.**

View the **January** and **February 2008 Hi-Tech  Hi-Five** at [www.hi-techsoftware.com](http://www.hi-techsoftware.com).  
Send suggestions to [marti@hi-techsoftware.com](mailto:marti@hi-techsoftware.com)