



# Accel Consulting, LLC



480 E Northfield Dr, Ste 200  
Brownsburg, IN 46112

Phone: 317-536-2756

Fax: 317-536-2758

[www.accelcon.com](http://www.accelcon.com)

## Your Indiana Software Provider



## Accel Solutions Help Yours Organization

- COLLECT WORK ACTIVITY IN REAL TIME
- REVIEW CONSISTENT DOCUMENTATION
- MEANINGFUL APPROVAL PROCESS
- ADAPT TO CHANGING REGULATIONS
- REDUCES YOUR RELIANCE ON PAPER
- MORE EFFICIENT BUSINESS PROCESSES
- GENERATE REPORTS EFFECTIVELY
- CENTRALIZED INFORMATION
- TECHNOLOGY DRIVED WORKFORCE
- FOCUS ON YOUR MISSION AND VALUES
- EXPAND SERVICES PROVIDED

## technology that works with you

### WHY ACCEL CONSULTING, LLC?

Accel believes that providing managers with case-specific information including what the work force did, when they did it and for whom they did it, on a real-time basis, is essential for “best practice” operations. Accel provides the means for providers to collect all necessary information, regardless of service type, from the workforce to utilize that information in payroll, billing, as well as audit and quality of services control.

Accel works with our clients to ensure that the solution provided succeeds. Accel’s implementation team works with our clients to create an implementation plan that focuses on the exact needs of the client, opposed to a “cookie cutter” approach. Accel integrates its tools with existing accounting and finance systems to create payroll and billing processes within the organization.

Accel has provided solutions for all service types including *Residential, Respite, Pre Vocational, Facility Hab, SEFA, Infant and Toddler, Community Hab, State Line, 3rd party billing etc.* Accel is very aware of the rules and regulations that affect providers and is committed to ensuring the highest level of compliance.

## flexible solutions for your business needs

### PROVIDE™ SOLUTION

Provide™ is a web application used to view all of the information collected through the AccelTrax™ work reporting systems. Field based employees can report their work via a telephonic system and/or a web based application. Provide™ enables supervisors to manage all consumers and employee personal information, view work reported by employees in real-time, process notices of actions, and attach documents. Supervisors are also given the ability to plan and schedule work for employees based on consumer specific authorizations.

The system has a consumer area that manages consumer’s authorization data, reported work, planned work and events, contacts, diagnosis, etc. The system also includes an employee section that manages employee work, schedules, attributes, HR items, notes etc. The end user, with proper security, can view all the work by consumer(s) or by roommate or by employee. Work activity is collected in real time making information immediately available to the managers to view.

The system maintains a comprehensive history of all work from the time reported through payroll and billing. The system allows for share/group work activities to be reported including date worked, start time, stop time, number of and which consumers are served, type of service delivered, detailed programmatic information such as consumer goals and objectives, prompting, success/failure reasons etc.

## Now with EDI capabilities

## EMPLOYEE TRAINING

Our team will go above to ensure that your staff is sufficiently equipped with the tools and knowledge they need to exceed the expectations at hand.

## CUSTOMER SUPPORT

We are committed to providing reliable customer support for all your software needs.

## INTEGRATE WITH DocMan™

DocMan™ is a straightforward application designed to scan, view, link and integrate consumer and/or employee documentation. Users receive Provide™, DocMan™ employee training and customer support.



## ACCELTRAX™

AccelTrax™ is our time reporting program that collects all work activity either through the telephone or the web.

The AccelTrax™ telephonic system is designed to streamline communication of information and data between the central office and field based employees. This portion of the system collects data from field based employees quickly and accurately with easy to follow instructions. The AccelTrax™ system collects service information, mileage and allows employees the ability to comment on the work segments by recording an audio file. The phone system can be customized to collect any information needed.

The AccelTrax™ web application provides the same functionality as the phone system. Staff enters time, tasks, comments and miles on behalf of the consumer. The web application also provides employees the ability to view their past work records, record attendance and report salaried time. Along with the phone system the web can be customized to collect any information needed.

## SECURITY AND MAINTANCE

Security is managed through the security manager. The manager allows companies to restrict access to the system by active directory accounts and roles. Users and roles can be restricted to specific sections of Provide or specific elements on the screens. Users and roles can be set to read only mode or granted full permissions. The tool provides for table level security as well.

The web and phone are accessed via employee number and the last four to six numbers of their social security numbers. This eliminates the need for detailed user management while providing positive electronic identification of direct care staff. This also means that direct care staff does not require an active directory account to utilize the system. Third parties such as contractors can utilize the system as well. They are given an employee number that identifies them as non-employees, so they can report work but their activity does not process through payroll.

The system is web delivered, whether manager or direct care staff. Updates are automatic and no installation process is needed. Users are kept current simply by making the current release available from the web site.



# INNOVATIVE SOLUTIONS

## MEASURABLE RESULTS

Accel offers real-world expertise developed within the Developmentally Disabled and Home Health Provider industries. Our systems are proved highly effective and can be adapted to your organization.

We have pioneered a unique form of gathering time and attendance information primary focusing on businesses in supported living. We help supported living companies enhance the productivity among employees, managers and overall operations, by streamlining data processes.

Accel's core software product Provide™ is a consumer and employee recourse center used for all work activity. Accel uses enhanced time collection processes with web based time solutions and telephony solutions, which streamline the collection of key data. In addition to our enhanced work activity system, Accel has superior implementation, support and training available at no extra cost.



## Accel Consulting, LLC

480 E Northfield Dr. Ste 200  
Brownsburg, IN 46112

Phone: 317-536-2756  
Fax: 317-536-2758

[www.accelcon.com](http://www.accelcon.com)