



New Release: Modification to Tiers Functionality, Sticky Filters for Invoice List Page, Additional Search Field on Staff List Page and Enhancement To Notifications

Audience: HDO & MSP

Release Date: 7/14/17

ShiftWise is pleased to announce the release of new features!

- **Modification to Tiers Functionality** – You can now remove an order from a Supplier organizations view, after the order has already been shown to the Supplier organization.
- **Sticky Search Filters on Invoice List Page** – All filters within the Search filter on the Invoice List page are now sticky.
- **Additional Search Field on Staff List Page** – You can now search for staff by First Name.
- **Enhancement to Notifications** – Notification enhancements have been made to help prevent time outs that result in notifications not being sent/received.

Modification to Tiers Functionality

Tiers functionality has been modified to allow HDO users to remove orders from a Supplier organizations view, even after the order has been shown to the Supplier. Only orders in “Booked” status prevent tier updates. The functionality occurs when orders are updated to a different tier structure, when updates are made to the current tier structure to no longer include one, or a group of Suppliers, and when tiering delays are extended.

“Sticky” Search Filters on Invoice List Page

All search filter fields on the Invoice and Statement List pages are now “sticky”, meaning these pages will retain the filter settings you created when you leave the page. The following fields are now considered *sticky*: Organization, Cost Center, Status, Paid, Invoice #, and Hide \$0 Invoices. To enable fields select your desired criteria for the desired fields, then click the **Go** button. If you need to reset the filters, update the desired fields then click the **Go** button.

HDO Invoice Search Filter:

The screenshot shows the ShiftWise web application interface for the HDO Invoice Search Filter. The page title is "Invoice List for Island Healthcare (Demo/QA Account)". The search filter section is highlighted with a red box and includes the following fields:

- Search: Select the appropriate search criteria to narrow your list results
- Invoice #: [Text Input] [Go]
- Hide \$0 Invoices:
- Organization: Island Healthcare - Island North [Dropdown]
- Starts After: 1/1/2016 [Date Picker]
- Status: All [Dropdown]
- Cost Center: All [Dropdown]
- Ends Before: 7/29/2017 [Date Picker]
- Paid: All [Dropdown]

Invoice #	Organization	Cost Center	Start	End	Date	Status	Last Modified	Amount	Paid
1237038	Island North		08/29/2016	09/04/2016	09/09/2016	Billable	Matt Jackson		<input type="checkbox"/>

Additional Search Field on Staff List Page

A new field is available on the Staff List Page search filter. The field labeled **First Name** allows users to search for staff by first name independently, or in addition to the **Last Name** field. Similar to the last name, you can narrow your search to exact matches by selecting the **Match First Name Exactly** checkbox. In selecting the Match First Name Exactly option, you remove “sound-alike” names from your search results.

The screenshot shows the ShiftWise web application interface for the Staff List search filter. The search filter section is highlighted with a red box and includes the following fields:

- Search: Select the appropriate search criteria to narrow your list results
- First Name: [Text Input] Match First Name Exactly
- Last Name: [Text Input] Match Last Name Exactly
- Organization: All [Dropdown]
- Both Supplier IRP IRP Status: Active [Dropdown]
- Type: All [Dropdown]
- Specialties: All [Dropdown]

ABCDEF GHIJKL MNOP QRSTUVWXYZ All

- The alphabet strip on the right is associated to the Last Name field only.
- The first name field is not included in ShiftWise user facing reports, however, a query can be run by the ShiftWise support team if users need to report on this data.

Enhancement to Notifications

The notifications *time out window* has been extended. This allows more time for notifications to leave the system before a time out error occurs.

If you would like to discuss the features further or have questions, please reach out to your Account Manager or ShiftWise 24/7 Support Team for assistance.

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