

# ionMy Capability Summary



## Standardising processes; ensuring mapping to ISO 31000 compliance.

- Identify, assess, measure, treat, evaluate and report on any type of hazard or risk
- Easily shaped to fit your organisation's risk management approach and priorities



## Embedding continuous quality improvement into key processes. Stimulate the continuous improvement process and provide rich evidence for lessons learned, spanning areas of:

- Compliments & Complaints
- Suggestions
- Consumer and Public Feedback
- Continuous Improvement Planning



## Managing your most valuable asset – your staff, whilst effortlessly tracking compliance to HR regulations, policies and procedures for:

- Biographical and Contact Details
- Job Movements
- Credentials
- Training & Education
- Health & Safety Profiling
- Allergies & Immunisations
- Performance Appraisals
- Performance Management
- Leave Processing
- Company Assets



## Real time data capture via remote devices. Hubs enabling simplified access for:

- CareAssess Hub – Provide updated client information as it occurs
- Compliance Hub – Tailored forms of streamlines data capture of your compliance events. Includes the ability to access Policies & Procedures while in the field
- HR Hub – Quick access to personal actions, reminders, meetings, leave, assigned surveys/audits



## Knowing what you need to know when you need to know.

- Tools to manage and trigger reminders and alerts for events, tasks/actions and checklists
- Dynamic, powerful action capability that ensures your 'To Do' items are managed
- Email and SMS notifications are in place for any nominated event
- Business rules driven critical events monitoring and escalations



## Doing What you Say – keeping on top of your tasks and actions to do list.



## Knowing what you do: Understanding, documenting and managing organisational processes and controls. Providing a framework for integrated governance spanning areas such as:

- Organisation Hierarchy, Roles & Responsibilities
- Committee Management
- Operational Plan/Corporate Compliance Register
- Corporate Calendar
- Purchasing Process
- Corporate Social Responsibility
- Environment Footprint



## Doing what you say – ensuring successful and timely incident response, safety and security. Building your foundation data to share where and when it is needed, while monitoring for compliance of:

- Incidents, Accidents & Injuries
- Infection Control
- Chemical Compliance
- Company Document Management



## Knowing what to do – interpreting the regulations, standards, contracts and agreements. Addressing auditor needs and reporting as required.

- Integrate with any Standards you adhere to
- Gap analysis prior to an audit/inspection
- Provide documented evidence of meeting specified standards and outcomes



## Caring for members of your community. Consumers, Care Recipients, Volunteers, Contractors, Suppliers, Board Members, Agencies, Wait List, Relatives, Visitors.

- Profile the people and organisations in your community
- Manage associated compliance
- Manage credentials, licenses and insurance requirements
- Vaccination Management



## Simple flexible survey tool to:

- Customisable audits and surveys
- Link to quality standards and outcomes
- Audit any area of the business and benchmark results
- Set thresholds and benchmarks
- Manage, track and report on inspections, audits and surveys
- Provide statistical analysis plus qualitative data



## Saying What you Know. Visualisations & Reports.

## Reduce the compliance burden

- Knowing What You Do
- Knowing What To Do
- Doing What You Say
- Saying What You Know

