



OneView™

**TEAM MANAGEMENT
TAGGING TIP GUIDE**

Team Management

Customize your team dashboard by organizing your providers by department, updating their speciality or by adding notes.

Tags:
View your teams tags here.

The screenshot shows the Modio Health QA team management dashboard. At the top, there's a navigation bar with 'Team', 'Forms', 'Tracking', 'Logins', 'Tasks', and 'Notes'. Below this, the organization name 'Modio Health QA (San Francisco, CA)' is displayed. A search bar for provider names is present. The main table lists providers with columns for 'Provider', 'Tags', 'Compliance', and 'Actions'. A yellow callout box labeled 'Tags:' points to the 'Tags' column.

Provider	Tags	Compliance	Actions
Mann, Bernie - MD Internal Medicine NPI# 1111111111	Internal Medicine	2 alerts	[Icons]
Smith, Judd T - MD Acupuncture NPI# 1295705283	Contract Employees Critical Care	1 alert	[Icons]
Marten, Lily - MD Family Medicine	Internal Medicine	3 alerts	[Icons]
Zhivago, Yuri - DPM NPI# 1234567890	Internal Medicine	No alerts	[Icons]
No, Julius Dit - OD Cardiology	Pain Medicine	8 alerts	[Icons]

Edit Icon:
Edit or create providers **Tag(s)**, Team(s), Specialty List, Job Title and Notes.

Team Management

Customize your team dashboard by organizing your providers by department, updating their speciality or by adding notes.

Tag(s): Manage the team(s) your provider belongs to (ie. Internal Medicine). Add/edit additional tags as needed.

Teams(s): If your provider belongs to multiple teams, type the name here.

Specialty List : If your provider has multiple specialties, enter them here.

Job Title : Edit your provider's medical license (ie MD, DO, DDS).

Notes: Include any Note you need to reference back to for your provider here.

The screenshot displays the Modio Team Management interface. At the top, the Modio logo is on the left, and navigation links for Training & Support, Settings, Services, and Sign out are on the right. Below the logo, a blue navigation bar contains 'Team', 'Forms', 'Tracking', 'Logins', 'Tasks', and 'Notes'. The main header shows 'Modio Health QA (San Francisco, CA)' with a dropdown arrow. A notification bell icon indicates 'Alerts (30)'. On the right, there are buttons for '+ Add Provider' and 'Message'. Below the header, a list of providers is shown with filters for 'All', 'Contract Employees', 'Critical Care', and 'Internal Medicine'. The providers listed are Mann, Bernie - MD (Internal Medicine), Smith, Judd T - MD (Acupuncture), Marten, Lily - MD (Family Medicine), Zhivago, Yuri - DPM, and No, Julius Dit - OD (Cardiology). A pagination bar shows '1 / 1' and '200 items per page'. An 'Edit Yuri Zhivago, DPM' modal form is open, showing fields for 'Tags for Modio Health QA (San Francisco, CA)' (Internal Medicine, Pain Medicine), 'Teams' (Modio Health QA (San Francisco, CA)), 'Specialty List' (Addiction Medicine, Pain Medicine), 'Job Title' (DPM), and 'Notes' (Moving to new address in 3 weeks.). At the bottom of the modal are 'Cancel' and 'Save' buttons. On the right side of the main interface, an 'Actions' menu is visible with icons for various actions. A 'Live Help' button is at the bottom right.

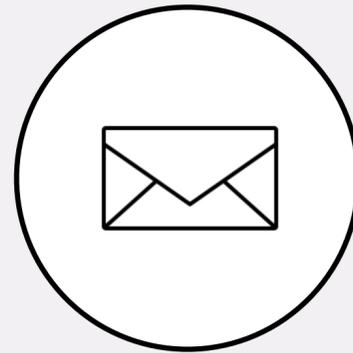
Click here  to update or edit a select provider's basic team information.

Click **Save** and you will see the new updates.

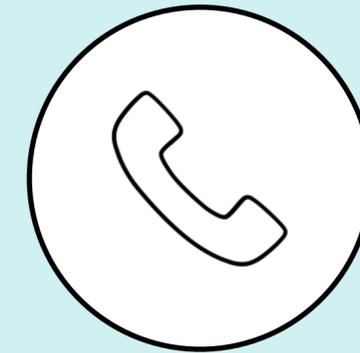
For additional questions or further training,
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