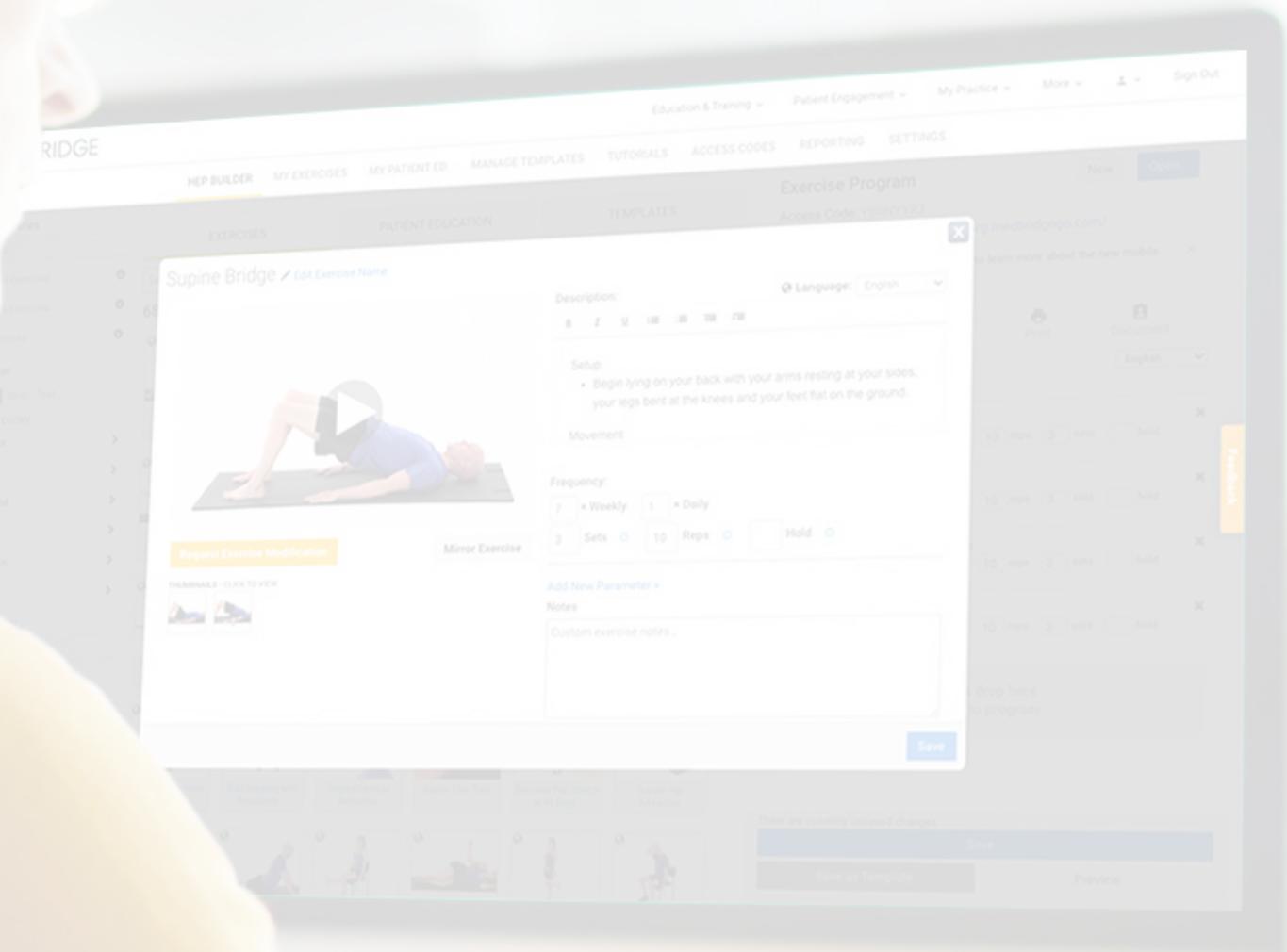


# Home Exercise Program: Quick Reference Guide

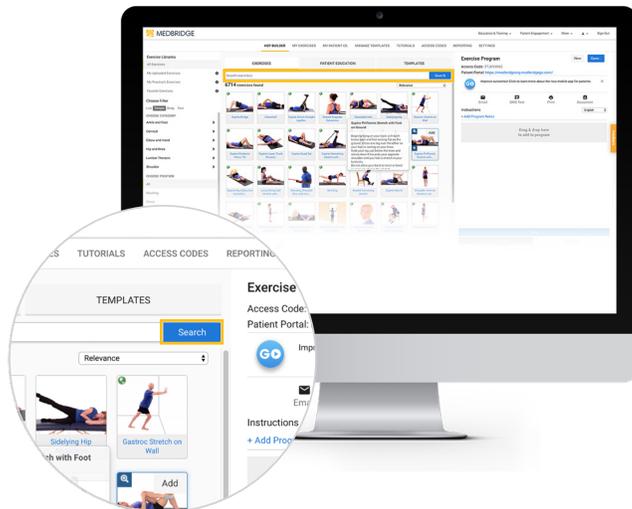


# Reference Guide: Home Exercise Program

## How to Build an HEP

To access the Home Exercise Program Builder from your MedBridge Dashboard, hover over the “Patient Engagement” dropdown menu and click “Home Exercise Programs.”

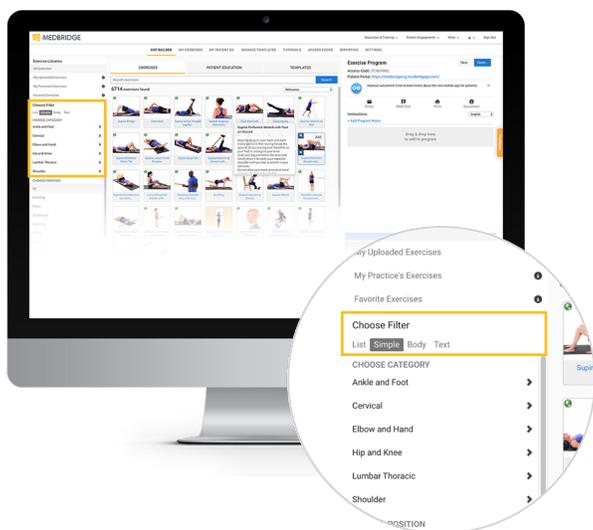
1. To search the Exercise or Patient Education library, select the corresponding tab at the top of the page.
2. Enter search terms or keywords and press search.
  - a. Use drop down menu to sort by position, progression, exercise name, most recent, most sent, most favorited, or relevance.
3. To add exercises:
  - a. Drag and drop the appropriate exercise into the program builder
  - or
  - b. Click “Add” on the upper right corner of the exercise tile.
4. Repeat this process as necessary to build program.



 **Tip:** Is there an exercise you frequently use? Click the star icon on the exercise tile to add the exercise to your favorites. To quickly access these for future use, select “Favorite Exercises” or “Favorite Patient Education” on the left side of the screen. Select the star icon again to remove it from your favorites.

## Using MedBridge Filters

In addition to the search bar, you can also use filters to find the appropriate exercise for your patient. You can filter exercises in a variety of ways:



### Exercises Filters

**List Filter:** filters exercises into major categories such as “joints,” “position,” or “muscles.”

**Simple Filter:** filters exercises based on each major body region or the patient’s position. In addition to filtering by body region, you can also specify by modality or purpose, such as “resistance” or “stretching” exercises.

**Body Filter:** filters exercises based on the specific body region that you want to target.

**Text Filter:** remove all images so you can search for an exercise by name only.

### Patient Education Filters

**Education Categories Filter:** groups Patient Education into categories such as Chronic Conditions, Fall Prevention, Activities of Daily Living, Pediatrics, etc.

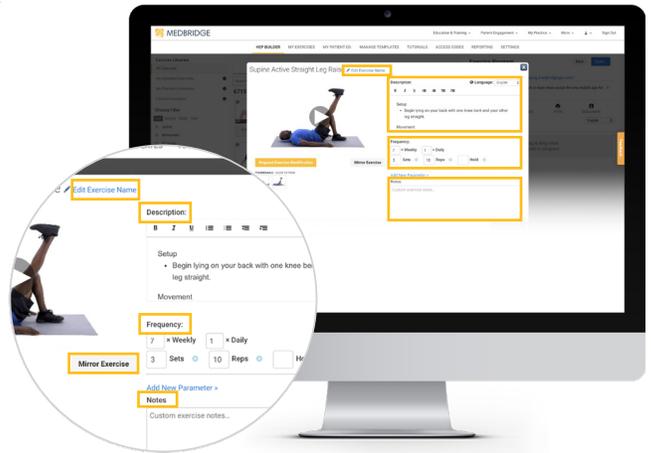
 **Tip:** When using filters, you can further refine your search by inputting keywords into the search bar. If you want to remove a filter category, click the “x” next the category at the top of the page, or click “Remove All” to start over.

**Still can't find the video you are looking for? Select the orange “Can't find the exercise you need?” button and submit a request for consideration for future development.**

# Editing Exercises and Programs

When building an HEP, you can customize each exercise to fit the needs of your patient.

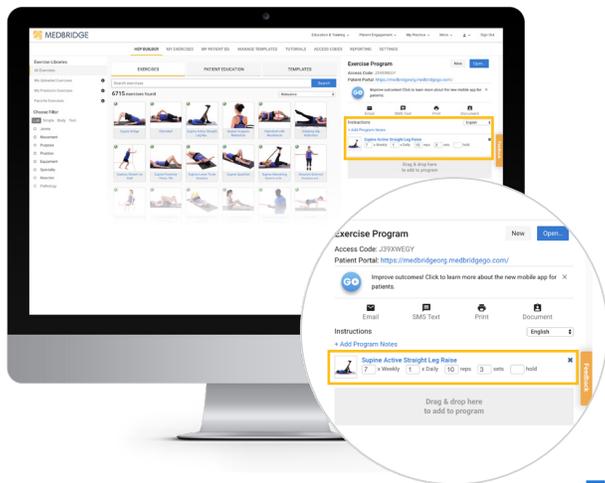
1. To edit an exercise while you're searching, click on an exercise tile. From here, you can edit:
  - a. Exercise name
  - b. Exercise description
  - c. Exercise parameters (frequency, sets, reps, etc.)
    - i. Select "Add New Parameters" to add to the program.
  - d. Custom notes
  - e. Video orientation
  - f. Language (if available)
    - i. A green globe  in the top left corner of the tile indicates if the exercise can be translated into Spanish.



2. If you've already added an exercise to your program, click the name of the exercise to edit it. You can change the same parameters here.

- a. You can also quickly adjust the exercise frequency once it has been added to a program by selecting any of the values on the right hand-side.

 **Tip:** You can change the default parameters of an exercise so it always matches your preferences. To do that, click on an exercise, edit the parameters as you see fit, and then select "Save as Default Parameter."

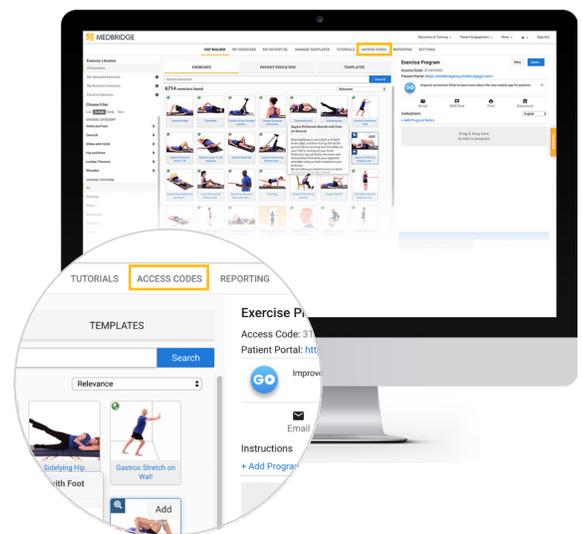


## Editing an HEP

If you have the program access code	If you do not have program access code
1. Navigate to the HEP Builder	1. Navigate to HEP Builder
2. Select "Open" on the upper right-hand corner	2. Select "Access Codes" tab
3. Enter program access code	3. Select "Edit" on the program you would like to edit
4. Select "Open program"	4. Modify program as necessary
5. Modify Program as necessary	

Once you save your program, your patient will instantly see the changes you made in the MedBridge GO app or online Patient Portal.

 **Tip:** If you would like to access a program made by another provider, from the Access Codes page, click "Jump to Program." Then, enter the relevant program access code.



**If the access code you have is not connecting you to a program, please contact MedBridge Support at: [support@medbridgeed.com](mailto:support@medbridgeed.com) or (206) 216-5003**

# Sharing an HEP

Once you've built your patient's program, you can share the program via email, SMS text, or print. Delivering the HEP to your patient automatically saves the program.

## ✉ Sharing via Email:

1. Select Email icon.
2. Enter your patient's email address.
3. Confirm patient has given consent to receive their HEP via email. Email includes:
  - a. Link to MedBridge GO (see MedBridge GO guide for details).
  - b. Link to the online Patient Portal.
  - c. Program access code.

## 💬 Sharing via SMS Text:

1. Select text message icon.
2. Enter your patient's phone number.
3. Confirm patient has given consent to receive their HEP via text.
4. Text message includes:
  - a. Link to download or open MedBridge Go mobile app.
  - b. Link to the online Patient Portal.
  - c. Program access code.

**Note:** Patient program is not included in the email or text message.

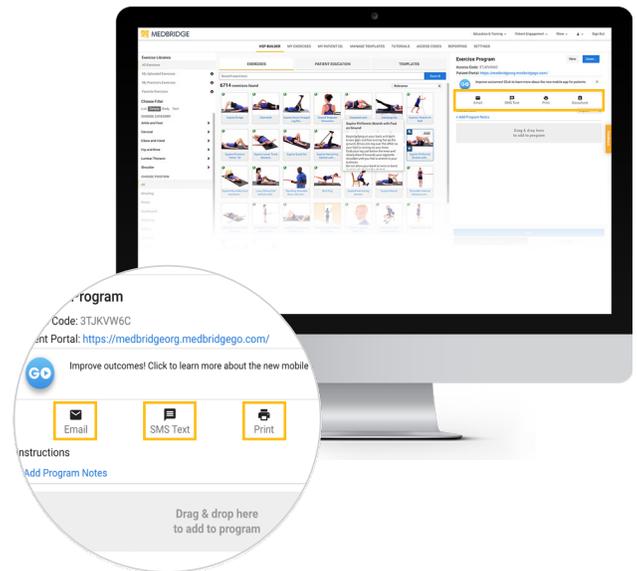
 **Tip:** If your patient accesses their program from MedBridge GO or the online Patient Portal, it will automatically update with any changes you make to the program.

## 🖨 Sharing via Print:

1. Select print icon.
2. Customize PDF printout to include:
  - a. Login Information: download instructions for MedBridge GO and instructions for how to access the online Patient Portal.
  - b. Exercises: ordered list of program exercises.
  - c. HEP Chart Copy: summary of all exercises and education without description details.
  - d. Tracker: tracking chart for patients to keep track of their schedule and check off their progress.
3. Select "Page Layout" to make images and text smaller or larger.
4. When finished, hover over the document and select the printer icon, or select "Download PDF" in the upper right and print the program.

 **Tip:** Use the "Document" option  to easily copy and paste your home exercise program into your EMR. This will ensure your unique access code is saved in your patient's chart.

**Note:** If you are not assigning the program right away, save it for later by clicking the blue Save button at the bottom of the page. Take note of the access code at the top of the Exercise Program Builder to find and edit a program at a later date. Remember, if you come back and edit your program, you will need to save it again.



# MedBridge Templates

Templates can increase your efficiency by allowing you to save common protocols or programs you regularly assign to patients.

## Building a Template

From the HEP Builder	From the Manage Templates tab
<ol style="list-style-type: none"><li>1. Build your exercise program</li><li>2. Once complete, select "Save as Template"</li><li>3. Enter a name for your template</li><li>4. Click "Save"</li></ol>	<ol style="list-style-type: none"><li>1. Select "Manage Template" Tab</li><li>2. Select "Build New Template"</li><li>3. Build your exercise program</li><li>4. Once complete, select "Save as Template"</li><li>5. Enter a name for your template</li><li>6. Click "Save"</li></ol>

## Searching for a Template

1. From the HEP builder, select the "Templates" tab.
2. Use the search bar function.
  - a. Use dropdown to sort by template name, template creator, most recent, and oldest.
3. Template can be further filtered by clinic on the left side of the screen.

You can also search for templates from the Manage Templates page:

1. Enter the name of the template in the search bar.
2. Use "Sort by" dropdown filter to narrow your search.
3. Further filter by templates you created, templates created by anyone, or templates created by a specific clinic.

## Assigning a Template

1. Navigate to HEP Builder.
2. Select "Templates" tab.
3. Locate Preferred Template.
4. Drag and drop program into program builder or click "Add."

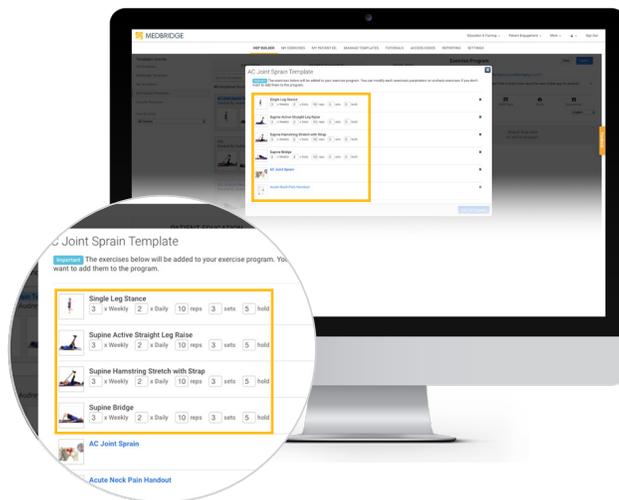
## Editing a Template

Navigate to the Manage Template tab.

1. Search for the template you'd like to edit (see Searching for a Template).
2. Select "Edit" to be directed back to the builder page.
3. Modify program as necessary.
4. When finished editing:
  - a. Select "Update Template"

or

  - b. Select "Save as New Template" to create a new template.

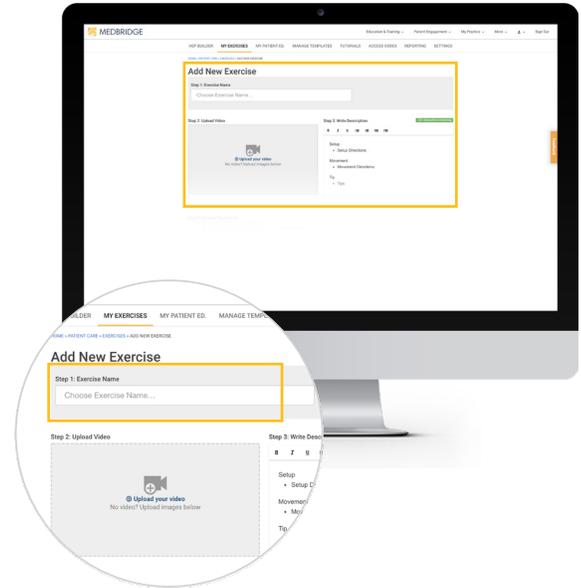


 **Tip:** Do you have a template you'd like to share with the rest of your organization? Click the "Sharing" button next to your template under the "Manage Templates" tab to toggle it from grey to blue.

# Uploading Custom Exercises and Patient Education

Create your own custom Exercises and Patient Education materials and assign them to your patients.

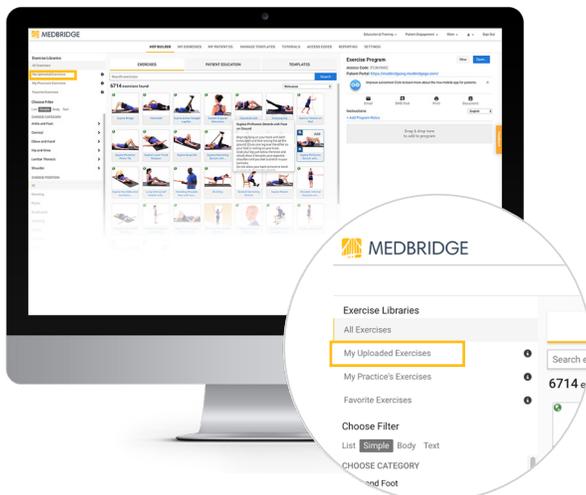
1. Navigate to the HEP Builder.
2. Select “My Exercises” or “My Patient Ed.” tab.
3. Select “Upload New Exercise” or “Upload New Patient Education.”
4. Under Step 1: Exercise Name, enter a name for your exercise or patient education.
5. Under Step 2: Upload Video, click “Upload your video” and follow the on-screen prompts to find your video. When you’ve found your video, select “Open.”
6. Under Step 3: Write Description, enter a description for your exercise.
7. Head to Step 4: Exercise Thumbnails to create images for your exercise. These appear in the HEP library and on printouts.
  - a. Press play on the video, and pause at the moment in the exercise you want to capture.
  - b. Click “Capture Thumbnail from Video” to capture an image.
  - c. You can repeat this process up to 10 times.
  - d. You can also upload an image by clicking “upload an image.”
8. When finished, select “Save Exercise.”



If you’re uploading Patient Education, you also have the option to upload a PDF.

1. Click the “Upload PDF” tab.
2. Click the “Choose File” button under Upload your PDF, and follow the on-screen prompts to find your PDF.
3. Click “Open” to upload the PDF.

## Searching for Custom Exercises or Patient Education



Custom Exercises	Custom Patient Education
<p>From the HEP Builder page, select the Exercises tab:</p> <ul style="list-style-type: none"><li>• Under Exercise Libraries, select “My Uploaded Exercises”</li></ul> <p>You can also find a list of custom exercises by clicking the “My Exercises” tab at the top of the page.</p>	<p>From the HEP Builder page, select the Patient Education tab:</p> <ul style="list-style-type: none"><li>• Under Education Libraries, select “My Uploaded Educations”</li></ul> <p>You can also find a list of custom education by clicking the “My Patient Ed.” tab at the top of the page.</p>

# Patient Access Via MedBridge GO

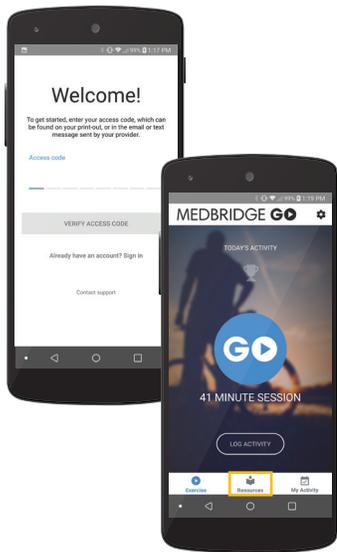
MedBridge GO is the ultimate solution for keeping your patients motivated and engaged with their care between visits. It allows patients to access their home exercise program, and watch their assigned exercises and patient education videos.

If your patient is interested in using MedBridge GO:

1. Share their program via SMS text or email.
2. By following the link in the text or email, patients will be prompted to download the app.

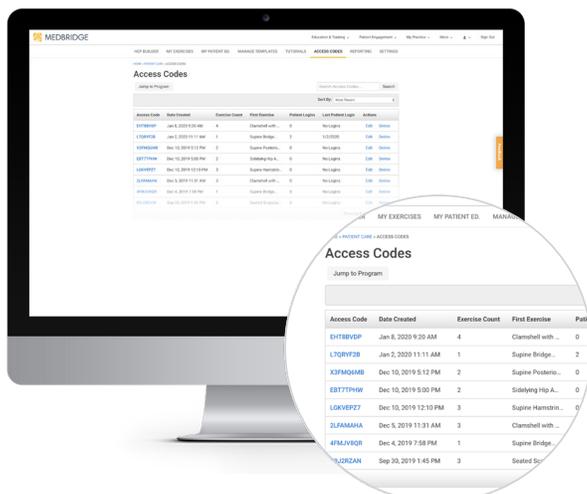
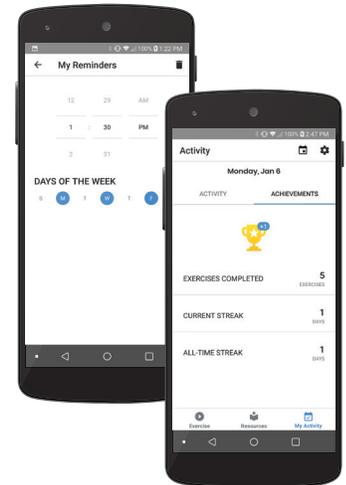
 **Tip:** Patients can also download the app by searching for MedBridge GO in their device's app store. Once downloaded, they can access their program via the access code you provide to them.

## Tips for Using MedBridge GO



- The patient can access their program via their access code. Any updates you make to the program are automatically updated for the patient via this access code.
- Tapping the GO button shows the exercise program as a playlist. This allows the patient to choose the exercises they want to complete and guides them through the assigned reps and sets.
- The patient can navigate to the Resources tab to view individual videos and education.

- The patient is able to set reminders to do their exercises within the app. The app will also track the patient's completions and streaks. Both these functions help improve patient adherence.



- The patient's activity is automatically logged when following a playlist. You can view your patient's activity by navigating to the Access Codes page from the HEP Builder.
- The patient can also log activity without watching videos by tapping the Log Activity button.