ATGENIUS™
.com
The Athletic Trainer's EMR System

Getting Started Q&A _____

1. What are the benefits of electronic documentation?

- Document anytime, anywhere
- Quick access to patient records from any device
- No more paper files
- Demonstrate treatment statistics and identify injury trends
- All entries are date and time stamped
- Improve your efficacy and communication
- Send electronic messages to patients

> **ATG Tip**
>
> Return to a patient's injury history file from any evaluation by clicking their name at the top of the page.

2. Will ATGenius work on my phone?

Yes. ATGenius works from any device that has internet connection.

3. Do I still need to document using paper methods when using ATGenius?

There is no need to double document with pen & paper with ATGenius. Our system, backs-up your injury data every 3 hours. In fact, research indicates double-documenting leads to more errors, incomplete records, less clinician efficiency, and increases breaches in patient confidentiality.

4. How do I sign-up for a free trial account?

Follow **these instructions** to set up your free trial account.

We recommend a Regional Manager Account for groups of schools and organizations. If interested, please do not sign-up for a free trial account. Read **these instructions** and let us know if you are interested in this feature before creating your account.

5. How do I learn how to use the system?

Check out our **One-Hour Live Recorded Demo**
Check out our **7-Minute Review of the Basics**

6. How do I request an invoice?

Go to **ATGenius.com** and click Invoice Request at the bottom of the screen.
Please review our **Invoice Information Document** for other information we may need from you.

7. How much does ATGenius cost per year?

Pricing is based on the number of system users and schools. A system user is any healthcare professional that will have access to enter or edit medical records including ATs, CAATE students, school nurses and physicians. Coaches, athletes, and administrators and anyone granted read-only access do not count as users.

- **1-5 users** = $499
- **6-10 users** = $599
- **11-15 users** = $699
- **16-20 users** = $799
- **20+ users** = CONTACT US

Each additional school or organization within your group is an extra $199 per year.

> **Did you know?**
>
> Your athletes can import a photo of themselves to appear next to their name from their athlete portal.

8. How do I import all of my athletes into the system?

You can import your athletes using a .csv file or send the file to us to do it for you. Once you are logged in, click Account located along the top, click Account Options, then click Athlete/Student Import. From there, choose the file you'd like to upload then click Upload Database. **Learn more.**

ATGenius can import the **Following Fields.** If you plan to use the rehab card feature, we recommend athletes create their own account using their email and password, instead of importing, to save time. The importing process does not include emails and passwords for athletes to access a rehab card. The AT would need to add this information manually to any imported patient file.

9. How does an athlete create an account?

Go to ATGenius.com, click Students/Athletes, then click New Student/Athletes. ATs will have to provide the athletes with the unique school code (created in Account Settings) to link their account with your institution. After entering the school code, athletes verify your institution by clicking Select. Athletes enter their date of birth, last name, and any other required red fields then click Save. Customize **This Document** to share with your athletes.

Security and Data Q&A

1. Is data security compliant with HITECH, HIPAA and FERPA?

Yes, our system is fully secure. Please review our **Security Document** for more information.

2. Does ATGenius provide two-factor authentication?

Yes, this option can be activated by clicking on Account, then the checkbox for 2-step verification. You can choose for the system to remember you for 7 days, however this feature is device-specific.

3. How long is data stored?

Data is stored for 7 years from the last data entry and then is archived, but will always be available if you search the athlete's name.

4. What happens to my data if I discontinue using ATGenius?

We can provide an excel document of your records upon request.

ATG Tip

Document who you communicate with: coaches, parents, physicians, etc. Click More, then Follow-Up.

System Background Q&A

1. When was ATGenius developed?

Planning for ATGenius began in 2012 when brothers Brandon and Casey Christy started developing a documentation solution for today's busy athletic trainer. With Brandon's web design and coding expertise, and Casey's extensive experience as an athletic trainer and preceptor, the brothers began developing a simple, yet comprehensive EMR system. Officially launched in 2016, ATGenius provides athletic trainers with all of the tools needed to document injury care. From SOAP notes, to concussions, to treatment sign-in and creating rehab cards for patients, ATGenius aspires to be the EMR system you can count on to document your services and show your value, all at an affordable price.

2. How many schools use ATGenius?

ATGenius is used by hundreds of high schools, colleges, hospital and clinic systems across the country.

Documenting Injuries Q&A _____

1. What options are available to document a new injury evaluation?

You have 3 options to document a new injury. The guided SOAP is the most detailed with a systematic evaluation process including check boxes in areas such as palpation, ROM, and special tests. The open SOAP provides for a narrative approach and leaves room for the clinician to enter information how they choose. The short note is brief for quick evaluations that need to be documented including a minor contusion or mild case of shin pain.

2. How do I document an emergency injury situation?

Once you are in the athlete's file, click Add Injury, then select Emergency Care.

3. What is available for documenting concussion management?

Did you know?

You can update a patient's participation status on a progress note.

Within a concussion evaluation, click the More tab. In the side pop-out menu, you will see Cranial Nerves Eval, RTP Protocol, and Symptom Checklist. These are unique to our concussion evaluations and management. Symptom checklists can be sent via text message to a patient. Click **HERE** to view our tutorial on adding RTP concussion steps.

4. How do I document a skin infection?

Click Add Injury, then Skin Disorder.

System Features Q&A _____

1. Can I track physician referrals?

Yes. From the main page, click Reports then select Physician Referral Report.

2. How does the rehab card work?

You can make a rehab card for any injury, short or long term. The athlete must have an account (password and email) to access their rehab card from their device. To create a rehab card, go to the athlete's injury evaluation, click More, click Rehab Card. You can add your own exercises and link a video clip or picture to each exercise. Watch our tutorial to learn more **HERE**.

3. Can I upload preseason documents for athletes or parents to sign or complete?

Yes. From the home page, click Account, Account Options, then Preseason Docs. Upload your documents and select from the three document types and indicate who should complete the document. Then click Save.

4. Is COVID screening available?

Yes. For an athlete to complete a COVID screening, click Students/Athletes, then Existing Student/Athlete, Sign in using their email and password. From their athlete portal, click COVID screening and complete the screening questions. To learn more please watch our tutorial **HERE**.

5. Can the system store an athlete's insurance information?

Yes. Once an athlete has an account (email and password) they can login from the main page under Students/Athlete. From their athlete portal, click the Insurance Info tab. Athletes can also upload a picture of their insurance card to be accessed by the coach or athlete in an emergency.

6. Are patient-reported outcome measures available?

Yes. Once an injury evaluation is locked, click More, then Patient Questionnaire. You can choose to complete the Questionnaire on your device or send via a text message link for convenience and better patient compliance. Patient Questionnaires are self-scored and can be repeated as often as necessary to demonstrate treatment effectiveness or to uncover problem areas that require treatment adjustments.

7. How does treatment sign-in work?

There are a few ways to sign in. Go to ATGenius.com and click Treatment Sign In at the top right corner. Athletes will enter the unique school code set by the AT for your institution, their last name and birth date to sign in. Or you can print a QR code to make it easy for athletes to sign in right from their phone. Click **HERE** for the QR code. Learn more about customizing treatment sign-in **HERE**.

8. Can coaches have access to ATGenius?

Yes, coaches can have an account with ATGenius to view emergency, insurance, parent, and medical history information. However, they will not be able to view patient records. Coaches can view their athlete list, have the ability to run a report on injuries

and statuses, and upload coaching documents. Add coaches by going to Account Options, then select Coaches and Staff.

9. Can ATGenius be customized?

Several areas of ATGenius are customizable including concussion activities, field locations, injury types, sports, sport level, and treatment sign-in options. To access these, go to Account, then click Account Options and choose from the side pop-out menu.

10. Can text messages be sent to patients from ATGenius?

Yes. The AT's number will not be revealed and the athlete will not be able to reply.

Did you know?

You can add customized goals to a rehab card. The patient will receive a congratulations message when a goal is met.

11. Can copies of doctor's notes be placed in ATGenius?

Yes. Once an injury evaluation is locked, click More, then Add/View Media. Choose a Media file from your device, name it, and click Upload File.

12. Can CAATE athletic training students use ATGenius?

Yes. CAATE students are able to create an account in ATGenius under the supervision of a preceptor and have limited abilities. SOAP notes, concussion evaluations, and progress notes, will be sent to the preceptor for approval. CAATE students cannot do a discharge note or run a coach's report. Click **HERE** for more info about how our preceptor process works.

13. How does Autofill Work?

Our Autofill feature allows you to document common injuries faster by having evaluation findings ready to go. **Learn More.**

Showing Your Value Q&A _____

1. What types of reports can be created?

- **Coach's Report** with updated injury and status info
- **Injury Statistics Report** with injury numbers from a season or school year in colorful pie chart formats

- **Physician Referral Report** indicating the number of referrals, the providers and treatment service
- **Treatment Statistics Report** to demonstrate the number, type and value of AT services
- **Patient Care Summary** to view a detailed list of services for each patient
- **Treatment History Report** to review patient sign-in dates, times and the services provided.
- **& More**…

2. How can I use ATGenius to show my value to stakeholders?

You can run a report on the treatments or injury evaluations you've provided throughout a season or school year. From the main page, click Reports, then Treatment Statistics Report, or Injury Statistics Report.

If you have any other questions please contact us at ATGeniusEMR@gmail.com