



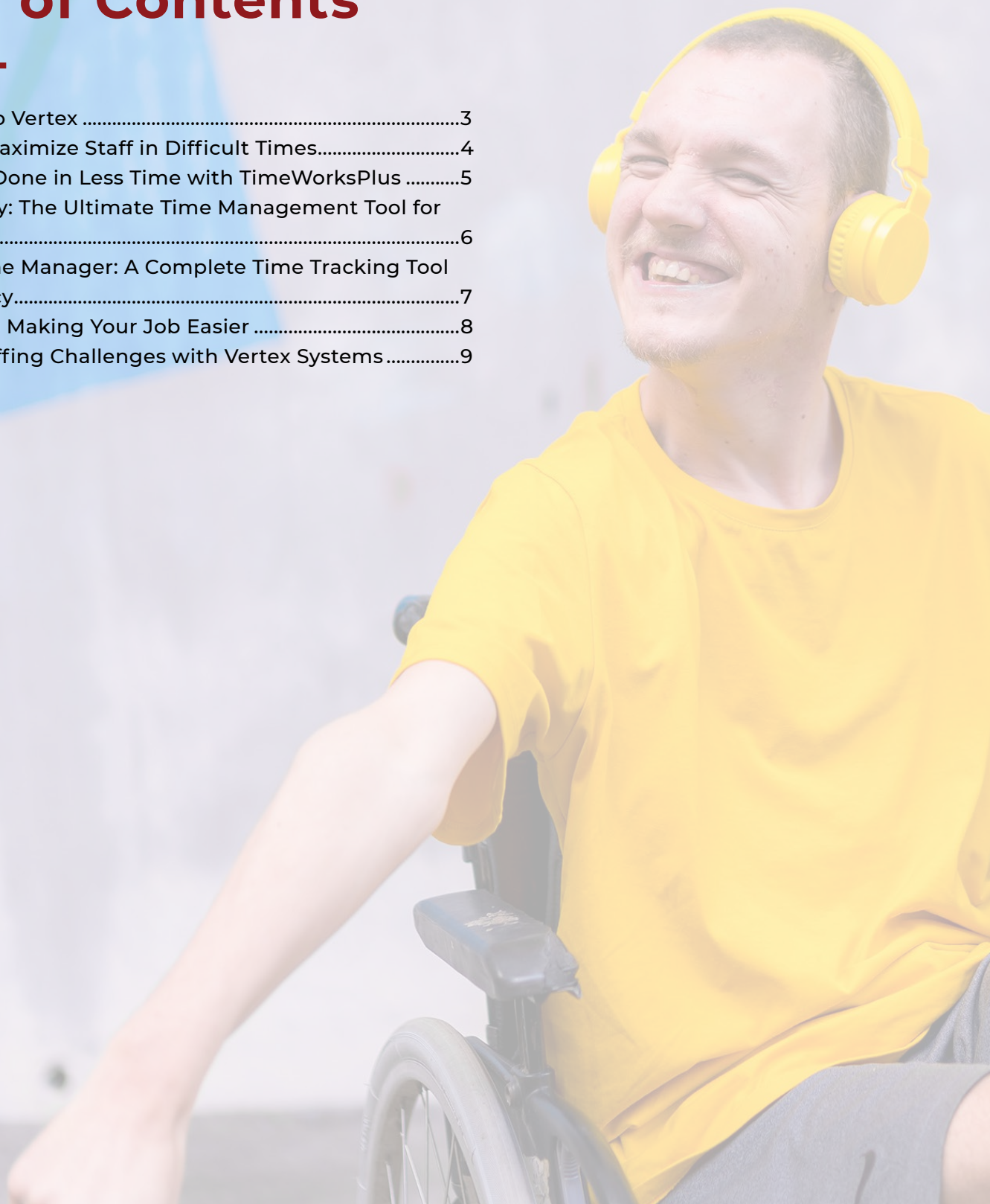
Vertex Solves for Your Biggest Staffing Challenges

Discover how Vertex's powerful solutions can transform your organization's processes while maximizing your staff scheduling for a strengthened and more resilient workforce.



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VERTEX SOLVES FOR YOUR BIGGEST STAFFING CHALLENGES

Introduction to Vertex

Maximize your staffing potential with Vertex's powerful Solutions.

IDD agencies are currently facing an unprecedented staffing shortage, which has been exacerbated by the COVID-19 pandemic. This shortage threatens the quality of service that IDD agency participants receive, as caregivers are overworked and unable to provide the level of attention and support that is needed. Many states are providing IDD agencies with grant money in an attempt to alleviate the staffing shortage, but these funds are evidently not enough to fix the problem.

With Vertex solutions, however, IDD and rehabilitation agencies can experience a more organized and efficient workforce, with the ability to maximize staffing through intelligent scheduling. As a result, IDD agency members will receive the high-quality care they deserve. Among the various benefits of investing in Vertex's solutions, IDD agencies can realize a better prepared workforce that renders quality care no matter the circumstances.





The Need to Maximize Staff in Difficult Times

Vertex frees staff from administrative tasks so they can focus on serving clients.

IDD agencies provide critical services to individuals with developmental disabilities, and maximizing staff during tough times is essential for the success of these agencies. With agencies under mounting pressure to provide quality services with limited resources, Vertex recognizes the need for an intelligent tool to take over staffing deficiencies.

With Vertex, agencies can increase services by scheduling more staff, by allowing for greater flexibility in filling scheduling gaps. Further, if employees are working more hours, tracking hours and preventing overtime can become more difficult. With Vertex, IDD agencies can maintain comprehensive and organized records, which helps to maintain the quality of service and boost employee morale. Ultimately, your IDD agency success depends on maximizing your staff.

By using comprehensive software to create, assign, manage, and track staff activities, IDD agencies can leverage historical data that can better inform decision makers. This data can be used to identify staffing challenges and find solutions that will improve the IDD agency's care giving capabilities. In short, IDD agencies should focus on creating efficiencies in their staffing processes in order to provide the best possible care to the individuals under their care.

IDD agencies are always searching for ways to improve the services they provide to the individuals they support. One way to do this is by ensuring that employees are able to spend more time focusing on rendering care, and spend less time on manual tasks. This can be accomplished by streamlining and automating processes, while advocating for the employee.





Getting More Done in Less Time with TimeWorksPlus

IDD agencies need to be strategic in their staffing decisions, and Vertex enables them to do just that.

IDD agencies are multi-faceted organizations that provide a variety of services to individuals with developmental disabilities. One of the most important aspects of IDD agency operations is staffing. IDD agencies must carefully balance staffing needs with budget constraints to ensure that individuals receive the support and services they need. With Vertex's cloud-based Timesheet software solution, TimeWorksPlus, can help IDD agency staff to effectively manage their time and attendance with a digital interface in half the time it would take to complete manually.

To maintain compliance with IDD regulations, agencies must accurately track the time worked by each Direct Support Professional (DSP). This can be a challenge, as DSPs may work various shifts at different locations. In addition, IDD agencies must also adhere to state and federal payroll regulations. TimeWorksPlus' system can help IDD agencies meet these challenges, both easily and effectively. Using biometric time clocks, smartphones, or other electronic means to record time worked, this data is then stored in the cloud making it accessible to all authorized users. As a result, IDD agencies can save time and money by using TimeWorksPlus to track the time worked by their DSPs.

No longer will you or your staff have to rush to get their timecards in by payday, as this data is accessible to staff, supervisors, management, human resources, and accounting in real-time. Tasks that usually take a significant amount of time can now be done in a single entry. By increasing transparency and cutting down time on manual tasks, employee confidence will soar in a more efficient and cohesive work environment.

BENEFITS OF TIMEWORKSPLUS AT-A-GLANCE

- Record staff time worked through a biometric reader or mobile device
- GPS tracks exactly where team members are in real time
- Track billable time
- Manage PTO requests
- Communicate with employees
- Integrate payroll processes





VERTEX SOLVES FOR YOUR BIGGEST STAFFING CHALLENGES

Time Simplicity: The Ultimate Time Management Tool for IDD agencies

Take back your time using the powerful Time Simplicity module in Vertex.

IDD agencies can find themselves bogged down in paperwork and managing scheduling requests from their staff. This is where Vertex's Time Simplicity module comes into play. Time Simplicity works in tandem with TimeWorksPlus to free up time spent on administrative tasks related to scheduling, and allows for real-time updates of time off requests.

Vertex understands that IDD agency staffing can be complex and time-consuming. Dozens or even hundreds of staff may need to be scheduled across multiple locations, and the schedules may be interlinked. Trying to manage all of this information manually is often a recipe for disaster, with overlaps, scheduling mistakes and call-offs being common occurrences. Time Simplicity allows data to be synchronized in real-time, eliminating duplication and automatically ensures that everyone is always aware of the latest schedule changes. Time gaps are effectively filled, and empty shifts can be filled simultaneously.

This results in a more efficient IDD agency that can spend more time focused on their mission, and less time managing menial tasks. In addition, staff will be more likely to stay informed of open shifts and PTO requests, as they can be completed quickly and easily from any device. Time Simplicity enables agencies to experience greater accuracy in scheduling shifts, as well as significant time savings. IDD agency staffing doesn't have to be complicated or time-consuming – with Vertex's Time Simplicity module, it can be easy and efficient.

BENEFITS AND FEATURES AT-A-GLANCE

- Increased access to schedules for staff
- Better schedule planning round changes
- Better enforcement of schedules
- Optimizes use of time
- Automation for greater efficiency and accuracy
- Maintain schedule adherence





VERTEX SOLVES FOR YOUR BIGGEST STAFFING CHALLENGES

Vocational Time Manager: A Complete Time Tracking Tool for Your Agency

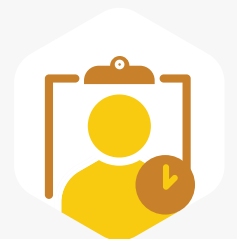
Keep your agency running smoothly with accurate time tracking.

The IDD industry has often suffered from a high staff turnover rate. With new staff comes the need for training and DSPs usually need to hit the road running. The last thing your agency needs is to spend hours training a person to enter data.

That's why Vertex's Vocational Time Manager is such an invaluable tool. It's an intuitive, simple to use solution that requires minimal training and offers ultra-high accuracy. A simplified, highly visual solution, Vocational Time Manager collects paid work time for your participants, enabling staff to submit more accurate time records for an improved, spot-on payroll. This eliminates any data discrepancies, making way for greater accuracy in pay out and a vote of confidence from your staff.

VOCATIONAL TIME MANAGER BENEFITS AT-A-GLANCE

- Prevent errors and ensure accountability
- Secure data collection
- Accurate time records
- Provision & enforcement of accessibility
- Less errors in data
- Automated earnings calculation
- Manual timesheets are eliminated
- Staff can easily enter real-time hours on a mobile device





Case Manager: Making Your Job Easier

Keep track of consumer progress and make data-driven decisions.

IDD agencies are always looking for ways to support their staff and make their jobs easier. One way to do this is by using a case management software that is designed to be stress-free and show the progress of consumers throughout their care. Vertex's Case Manager module is a cloud-based solution that is created to serve people with disabilities in the community, employment, and residential settings.

Case Manager allows you to gather information for a client's tenure from enrollment through discharge, and users can enter service time and progress throughout the day. It is designed to make entering important consumer information easier, and missing or incomplete documents will trigger a reminder to DSPs to complete it, maintaining total compliance.

Overall, this software module allows for a better user-experience, and keeps agencies organized and documentation compliant. Vertex's IDD Case Manager module helps keep workers happy and your IDD agency running smoothly.

BENEFITS AT-A-GLANCE

- Service time, progress notes, and support delivery can be done all from the same page
- Automated consolidation of service data into a periodic summary
- Ability to quickly generate demographic reports
- Review and finalize data entry by client, DSP, or service location
- Produce system generated progress reports monthly, quarterly, or annually
- Users can view clients as a staff person's caseload or other agency-defined groupings
- Upload and store documents into the database





VERTEX SOLVES FOR YOUR BIGGEST STAFFING CHALLENGES

Overcome Staffing Challenges with Vertex Systems

Grow your agency and continue to help individuals with disabilities live independent lives with Vertex.

IDD agencies face unique challenges when it comes to staffing. In order to provide the best possible care for the individuals they serve, IDD agencies need to be able to quickly and easily cover shifts. They also need to have flexibility in scheduling in order to meet the needs of their employees. Vertex's software is designed with IDD agencies in mind and helps them to overcome these challenges in the most efficient way possible.

Vertex's solutions can be especially helpful for IDD agencies with multiple locations, and/or agencies that need to cover shifts a full 24 hours a day. With the ability to easily manage data, allow staff to manage their schedules, track the progress of the individuals under a DSPs care, and greater accuracy overall, IDD agencies finally overcome staffing shortages and realize a better community for both staff and clients.





VERTEX SOLVES FOR YOUR BIGGEST STAFFING CHALLENGES



The integration of the Case Manager, TimeWorksPlus, Time Simplicity, and Vocational Time Manager modules helps IDD agencies to save time and money. Shifts can be covered as quickly as possible with little disruption to service, which contributes to better staffing. With flexibility in scheduling and greater accuracy in reporting, employee morale will be transformed.

IDD agencies have very specific needs when it comes to staffing, and Vertex Systems is committed to helping your agency thrive in uncertain times. With our user-friendly and efficient tools, employees will feel empowered to continue to deliver quality care. Our tool helps with employee retention, increases productivity, and ensures accuracy with every single data entry. When IDD agencies have Vertex Systems in place, they begin to see the benefits right away - from greater control over scheduling and reporting to improved morale among staff.

Get in touch with Vertex today to learn more about how we can help you maximize your staffing and improve care for those living with IDD.



Vertex Systems delivers superior information management solutions and support services that help unlock the potential of human services organizations and maximize their ability to make a difference. Our vision is to be the premier and preferred provider of information management products and services to human services agencies.