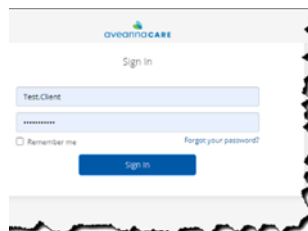


Overview

This guide will cover how to use the AveannaCare to view current authorizations.

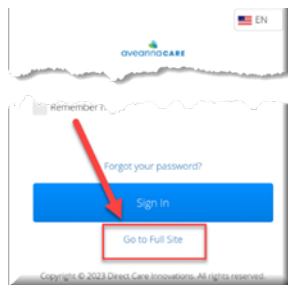
Dashboard Authorization Widget

1. **Log-in to the AveannaCare Dashboard** at <https://aveanna.dcisoftware.com/Home/Dashboard>.

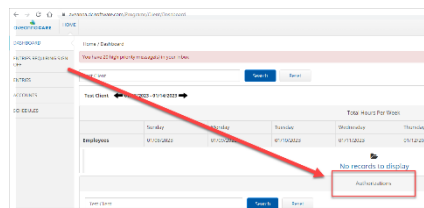


Important: When accessing

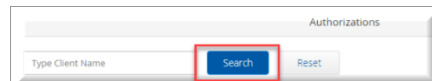
webpage through mobile device, the user must select Go to Full Site.



2. **Scroll down under Authorizations**



3. Click the blue **Search** button.



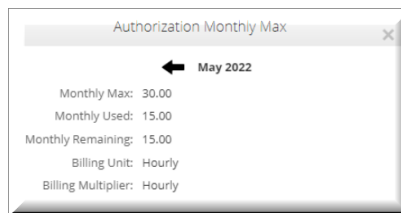
All active authorizations will **appear** by service code with dates.

Service Code	Start Date	End Date
Respite	05/01/2022	06/30/2022

4. **Scroll Right** in Auth box, find the column for "Monthly Max" and **click on the amount**. In the example, the amount is "30".

Monthly Max	Weekly Max	Daily Max
30.00	30.00	24.00

5. A small **window will pop** up displaying the current month, Monthly Max, and Monthly Used, Monthly Remaining. Use the arrow to go to the previous month.



ATENCIÓN: si habla español, tiene a su disposición servicios gratuitos de asistencia lingüística. Llame al 1-888-255-8360 (TTY: 711).

注意：如果您使用繁體中文，您可以免費獲得語言援助服務。請致電 1-888-255-8360 (TTY: 711)。

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