


Dashboard

Activities

Claims

Finance ▾

Reporting ▾

 Notifications

- 1 Payment Problems
- 11 Pending Review
- 28 New Users
- 2 Unclaimed Funds

 Physician Societies/MSAs

PHYSICIAN SOCIETY/MSA	CUMULATIVE ALLOCATION	FUNDS REMAINING
 Medical Staff Association (Test)	\$50,000.00	\$50,000.00

## Notifications

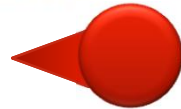
- **New Users:** New members who have registered for FEMS but are not yet assigned to any Engagement Activities.
- **Pending Review Claims:** Claims that require review and approval.
- **Payment Problems:** Claims that have not been paid due to an error (e.g., a physician has not yet confirmed their VersaPay bank details). Contact FEMS Support if additional information is required.
- **Unclaimed Funds:** Claims that have not been paid in 30 days from initiation of the payment request. Contact FEMS Support if additional information is required.

- Dashboard
- Activities**
- Claims
- Finance ▾
- Reporting ▾

Dashboard > Manage Engagement Activities

## Manage Engagement Activities

Create Engagement Activity



Engagement Activities ▾ Lead ▾ Statuses ▾ Physician Society/MSA ▾ Priority ▾ More ▾

ENGAGEMENT ACTIVITIES	PHYSICIAN SOCIETY/MSA	LEAD	STATUS	FUNDS COMMITTED	YTD (ACTUALS)	CUMULATIVE (ACTUALS)	CUMULATIVE ACTUALS %
Pending Approval							
Working Group - Aug Meeting	Medical Staff Association (Test)	Smith TEST, John	Pending Approval	\$100.00	\$0.00	\$0.00	0% <div style="width: 0%;"></div>
Active							
Weekly Meeting - Test	Medical Staff Association (Test)	Black TEST, Richard	Active	\$500.00	\$0.00	\$0.00	0% <div style="width: 0%;"></div>
Draft							
Working Group	Medical Staff Association (Test)		Draft	\$500.00	\$0.00	\$0.00	0% <div style="width: 0%;"></div>

## Edit Engagement Activity

\* Name of Engagement Activity

MSA Regional Strategic input meeting for VIHA strategic priorities

\* Description of Engagement Activity ⓘ

Bring together all the Island MSA's to consult on 2022 strat plan.  
1. MSA influence HA strat planning  
2. Opportunity for MSA executive to engage with each other  
3. Through neutral facilitation create a positive experience

\* Objectives of Engagement Activity ⓘ

1. MSA influence HA strat planning  
2. Opportunity for MSA executive to engage with each other  
3. Through neutral facilitation create a positive experience

\* Start Date

08-22-2018

End Date

08-29-2018

\* MOU Category

Building a culture that supports physician advocacy for patients and changes to the health care system. ▾



**Step 1: name and description of the engagement activity**

Dashboard

Activities

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Dashboard > Manage Engagement Activities > Working Group > Engagement Activities Admin > Update Budget

## Edit Engagement Activity

Engagement Activity

Budget

Roles

\* Business Event Type

Commit funds to an Engagement Activity ▾

\* Amount

\$ Budget

Comments

**Step 2: specify budget**

Next >

< Back

Cancel

Dashboard

**Activities**

Claims

Finance ▾

Reporting ▾

Dashboard > Manage Engagement Activities > Create Engagement Activity

## Create Engagement Activity

Engagement Activity

Budget

**Roles**

**Step 3: add Roles**

Author

Black TEST, Richard

Lead

Add

Participant

Add

Click on **Add** to choose a **Lead** and **Participant(s)**

Save Draft

Submit Activity for Approval

< Back

Cancel

## Create Engagement Activity

Author Black TEST, Richard

Lead

Brown TEST, Marc ▾

Add Cancel

Participant

White TEST, Paul ▾  
Black TEST, Richard  
Brown TEST, Marc  
FEL, Dobe  
Smith TEST, John  
White TEST, Paul

Choose from the dropdown menu a **Lead** and **Participant(s)**

Save Draft

Submit Activity for Approval



Click on **Submit Activity for Approval**

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Dashboard > Manage Engagement Activities

## Manage Engagement Activities

Create Engagement Activity

Engagement Activities ▾ Lead ▾ Statuses ▾ Physician Society/MSA ▾ Priority ▾ More ▾

ENGAGEMENT ACTIVITIES	PHYSICIAN SOCIETY/MSA	LEAD	STATUS	FUNDS COMMITTED	YTD (ACTUALS)	CUMULATIVE (ACTUALS)	CUMULATIVE ACTUALS %
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Working Group - Aug Meeting	Medical Staff Association (Test)	Smith TEST, John	Pending Approval	\$100.00	\$0.00	\$0.00	0%
Active							
Weekly Meeting - Test	Medical Staff Association (Test)	Black TEST, Richard	Active	\$500.00	\$0.00	\$0.00	0%
Draft							
Working Group	Medical Staff Association (Test)		Draft	\$500.00	\$0.00	\$0.00	0%

## Working Group - Aug Meeting

Medical Staff Association (Test)

Edit Activity

Create a Sub-activity

Attach Files

Delete

Approve Activity

Hold Activity

Decline Activity

### DETAILS

Status

Pending Approval

Priority

Normal ↑

Starts

Aug 14, 2018

Facilities

Medical Society Association (Test) Facility

MoU Category

Working environment for physicians ⓘ

### BUDGET TRACKING

Funds Committed

\$100.00

Cumulative Actuals

0%

\$0.00

Funds Remaining

100%

\$100.00

**IMPORTANT\*:** Executives need to pass a motion if they want the administrator to approve engagement activities

The administrator\*/executive can:

- **Approve Activity**
- **Decline Activity**
- **Hold Activity**

### OBJECTIVES OF ENGAGEMENT ACTIVITY



Dashboard > Manage Engagement Activities > Working Group - Aug Meeting

**Success!** Activity successfully activated.

## Working Group - Aug Meeting

Medical Staff Association (Test)

Edit Activity

Create a Sub-activity

Submit a Claim

Submit an Expense

Attach Files

Hold Activity

Complete Activity

### DETAILS

Status

Active

Priority

Normal ↑

Starts

Aug 14, 2018

Facilities

Medical Society Association (Test) Facility

MoU Category

Working environment for physicians ⓘ

### BUDGET TRACKING

Funds Committed  
\$100.00

Cumulative Actuals 0%  
\$0.00

Funds Remaining 100%  
\$100.00

### OBJECTIVES OF ENGAGEMENT ACTIVITY