



Forcura Circle for Providers

Getting Started:

When an agency invites you to Forcura Circle you will receive a unique email invitation with a hyperlink to join Forcura Circle.

forcura

Enter Your Name and NPI

First Name

Last Name

NPI

Next

forcura

Set Password

Password Requirements

999-999-9999

Why is This Required?

Sign in

To Register:

- ✓ Enter your name, NPI, phone number, and set a password.
- ✓ You will receive a text code for future logins

The NPI number will ensure you receive orders from multiple agencies in one Forcura Circle account.

To Set Communication Preferences

- Select your initials in the top right corner, then select Settings.
- User settings has 3 tabs: Communication Preferences, Share, and Profile.

Settings

Communication Preferences

Share

Profile

Delivery Method?

Email

Text

Both

None

How frequently would you like to get your scheduled email digest?

Daily

Weekly

Weekly, on what day?

Pending		Archived
3/6 selected		View and sign selected
Patient		Date Of Birth
☒	Doe, John	12/05/1960
☐	Smith, Jane	01/01/1983

Pending		Archived
3/3 selected		View and sign selected
Patient		
☒	Patient, Test	

Signing Orders

Orders can only be signed by providers. Office staff may pre-approve orders for signing prior to the provider logging in. On the Signature Required tab, select the eye icon to open the order.

- Individually check boxes next to each patient name.
- Select "View and sign selected"

Rejecting Orders

Orders can be rejected by both providers and office staff on the Signature Required tab.

- Select the Eye Icon.
- Select the Reject icon.
- Select the Reason for Declining from the dropdown.

Care Plan Oversight Reporting

CPO reporting functionality enables you to bill for your care plan approvals.

G-Codes (HCPCS) Available to Track:

- G0179:** Recertification of a patient for home health care
- G0180:** Certification of a patient for home health care
- G0181:** Home health care supervision
- G0182:** Hospice care supervision

Optional Fields on Each Document:

- Date of Service**
- Billing Code**
- Duration in Minutes**
- Comment**

When You Are Ready to Bill:

- Export these fields and other key data from the new My Reports tab to facilitate billing.
- Use the date filter at the top of the My Reports page to export only the data you need.

Resources:

Training guide and video overview:

View Now

Need Support | circleteam@forcura.com