



Check-In Statuses for Attendance Tracking

Some check-in statuses trigger a notification to family members, while others are for internal reporting purposes only.

Active (A)

- Indicates resident was actively engaged in the activity
- Counts toward participation in your reports
- Triggers a notification to family members
- Families see their loved one "Attended" the event

Declined (D)

- Indicates resident was invited but declined to attend
- Does *not* count towards participation in your reports. For internal reporting purposes.
- Does *not* trigger a notification to family members

Out of the Community (O)

- Indicates resident did not attend; the resident was out of the community
- Does *not* count towards participation in your reports. For internal reporting purposes.
- Does *not* trigger a notification to family members

Passive (P)

- Indicates the resident was present but not engaged in the activity (ex. Observing)
- Counts towards participation in your reports
- Triggers a notification to family members
- Families see their loved one "Attended" the event

Sleeping (S)

- Indicates resident is at the event; however, they are not engaged & falling asleep.
- Does *not* count towards participation in your reports
- Triggers a notification to family members
- Families see their loved one "Attended" the event



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