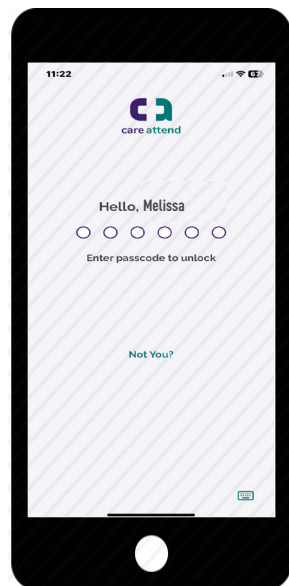


CareAttend Starting a Shift

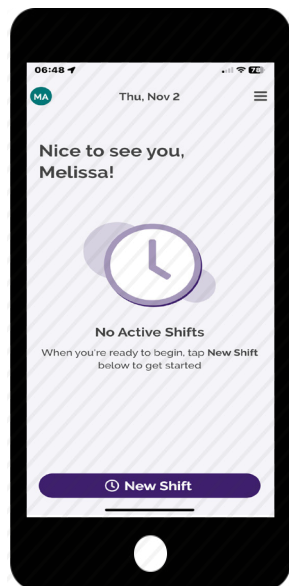
Start a Shift

You are responsible for submitting time through the CareAttend app. These instructions will guide you through how to start a shift. The individual(s) you are providing care for, or their representative do not need to download the CareAttend app.



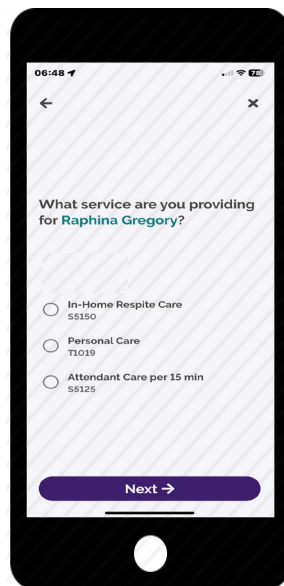
1

Sign into the CareAttend App using your passcode on the unlock screen.



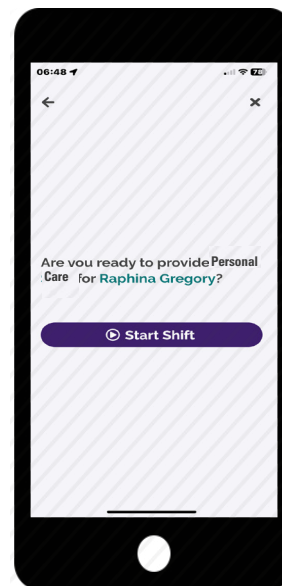
2

Select **"New Shift."**
If you support more than one individual, you'll need to select the person you're entering time for.



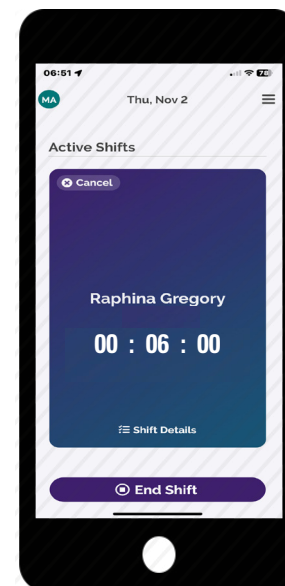
3

Select the type of service you are providing, then select **"Next."**



4

When you are ready to start your shift, select **"Start Shift."**



5

When you are finished with your shift, select **"End Shift."**