

Caregiver SwyftCG App Set-up & Access

Utilize these instructions to provide access to the SwyftCG App



- ④ Admin set-up required prior to caregiver downloading the SwyftCG App.
 - Go to “Caregivers”, select the caregiver by clicking “Edit”.
 - Caregiver **must** have a valid email address entered in the profile.
 - Check the “Uses Mobile App” box, click “Save”.

- ④ Direct the caregivers to download and install the SwyftCG App by searching for “SwyftCG” or “Swyft Caregiver”.
 - iOS devices - [Apple Store SwyftCG App Download Link](#)
 - Android devices - [Google Play SwyftCG App Download Link](#)

- ④ Once downloaded, caregiver opens the app and clicks “Don’t have an account”
 - When prompted, caregiver will enter their email address – press register.
 - Caregiver will receive an email with a password reset link to complete account creation.
 - Caregiver will open the email, click the password reset link, and set their password.
 - The caregiver SwyftCG App account will now be created.

- ④ Logging into the SwyftCG App..
 - Open the SwyftCG App.
 - Caregiver will enter their username, which is the email address used to create the account.
 - Caregiver will enter the password they created.
 - Biometric logins via face ID or fingerprint are available as well, availability is subject to the device used.

- ④ Continue through page from the drop-down menu until complete.

- ④ Please Note: Many options that will be selected while setting up a caregiver will need to be manually added through Settings.
 - Examples: Referred by, Facilities, Licenses, Services, Zones, Availability, Languages.
 - To do this, simply click Settings from the left-hand menu, and then click the appropriate tile for the category you would like to edit.

855-55-Swyft (855-557-9938)

Support@SwyftOps.com

© 2019 SwyftOps & Aegle Technologies