🕐 Download and install the SwyftCG App by searching for "SwyftOps" or "Swyft Caregiver App" in either the App Store (Apple) or Google Play store (Android). Or click one of the links below:

  ➢ iOS devices - Apple Store SwyftCG App Download Link
  ➢ Android devices - Google Play SwyftCG App Download Link

🕐 Once downloaded, open the app and click "Don't have an account".

  ➢ When prompted, enter your email address – press register.
    • The email address becomes the username for the caregiver for the app.,
    • The email MUST match what the office has on file in SwyftOps.

🕐 An email with a password reset link will now be sent to the caregiver's email address.

  ➢ The caregiver will open their email account, locate the email, click the password reset link, and set a password to complete registration.
  ➢ If the email does not appear in the caregivers' email account or cannot be located:
    • Check junk or spam folders if the email does not appear.
    • Search the email account for the words "Account Access" or "SwyftOps".

🕐 Locations services <u>MUST</u> be enabled for the SwyftCG App to work properly.

🕐 It is then time to log into the SwyftCG App.

  ➢ Open the SwyftCG App from the smart device.
  ➢ Enter the username, this is the email address used to create the account.
  ➢ Enter the password created.
  ➢ Biometric login (face ID or fingerprint) are available as well, availability is subject to the device used.
  ➢ Log in should now be complete.

🕐 If "Select an Office" appears upon log in to the app:

  ➢ Contact the office admin team immediately.
  ➢ The office team needs to verify the cg profile record to verify the correct email address was used and ensure the Uses Mobile App checkbox is enabled.

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