


Care Convene Provider On-Boarding Essentials

Welcome to Care Convene! The following tasks should be completed as soon as possible to ensure the best patient & provider experience.

Login:

- Using a Chrome browser, navigate to: www.careconvene.com/app/provider/
- Use your email and your assigned password to login

My Patients		Scheduled Visits		
Patient	Reason for Visit	Assigned To	Status	Waiting
 Todd Bellingam Male · 09/14/1977	Other	Cornelius Brown	Submitted	9 minutes

Edit Profile: Please use the drop-down next to your name [circled in red above]

- Upload a profile picture by clicking on the default image
 - A color image is best
- Notification number
 - This your cell phone number
 - You'll get alerts for new visit requests
- Set visit fee (provider or practice level), choose one;
 - You can select a standard practice fee (set in "Settings" -> Provider Practice)
 - Set your own visit fee
 - NOTE:** If you intend on collecting fees from visits, please contact Care Convene to setup a Card Connect link
- Visit Types Allowed [Choose one]
 - Appointment Only
 - Appointment and On-Demand
- Send me SMS alerts for my patient visits
 - Yes
 - No
- Send me SMS alerts for all new practice visits. (This is if you want to cover for your colleagues)
 - Yes
 - No
- Send me SMS alerts when there is a new ADT message
 - Yes
 - No
- Send me SMS alerts when there are new Assessments
 - Yes
 - No
- Change Password
 - Please change to something that is secure and only known to you

Don't forget to click the save button to make sure your settings are saved!

Please Note: The three italicized settings are optional. The ADT & Assessment settings are only used if you actively use these features.