Instructions for Setting up the Engage Mobile 5 App on Android Phones
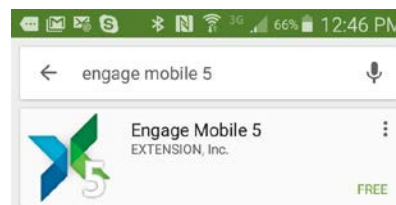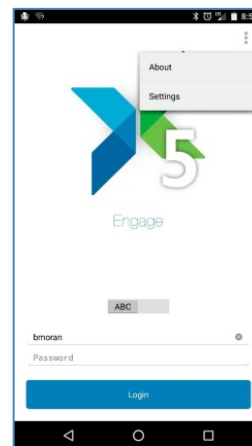
1. Download the Engage Mobile 5 App from the Android Play Store. Use "Engage Mobile 5" as search term to find. DELETE ANY OLDER VERSIONS FIRST.

2. Install the app and accept its permissions.

3. Open the app and immediately click on the top right section; selecting "Settings".

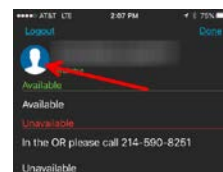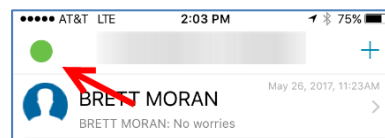**4.** Enter the domain of "engage.phhs.org" and enter your phone number

5. Return to the Engage app and login using your Parkland Epic login and password

6. Be advised that the regular phone settings affect the app alerts; thus if you have muted your notifications, the app will also mute your messages. The app will push notifications to your locked screen at the top notification window of your phone. You will know the app is active by the icon in the top left corner.
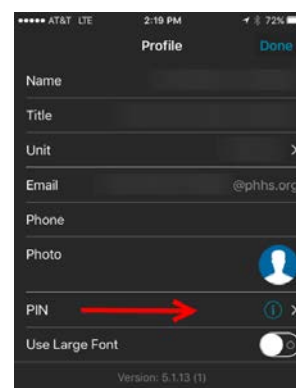
Wi-Fi Connection

- To connect to the PMH-Clinical on your personal device, select Settings from home page of your phone > select WIFI > select PMH-Clinical.
- Engage Mobile features may work inconsistently if you are on Guest WIFI.

Enter AD-login (same as Epic login) for password.

7. For easier login, you can set a 4-digit PIN. How to do this? Click the green dot.

8. You are now at the Logout screen. This is also where you change your availability.

9. Click on the profile picture to access the Profile settings (arrow)
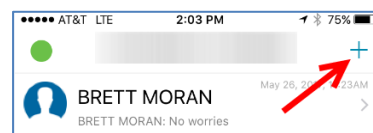
10. Click on the PIN setting near the bottom.

11. Enter a 4-digit PIN that you can easily remember. You can then use this in place of your password to log in to the Engage app next time.
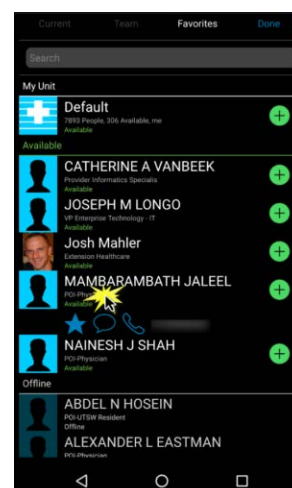
12. Now, how to text someone. From the main screen, click the "+" icon.

13. Type in the name of the patient or person you wish to contact. If choosing a patient, the patient's signed in team members will display.
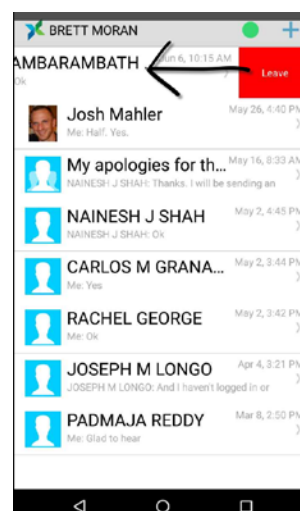
14. Click on the name of the person you wish to contact and choose either the text (bubble) or phone icons.

***Remember, the conversations are secure, so you can use PHI. And these messages are part of the official legal record; be professional.

2

15. To remove yourself from conversations, swipe left

16. Always logout of the app after completing your shift/work by clicking the green button and selecting "Logout" in the top right corner.

3