Accessing the Managers Menu on Pocket

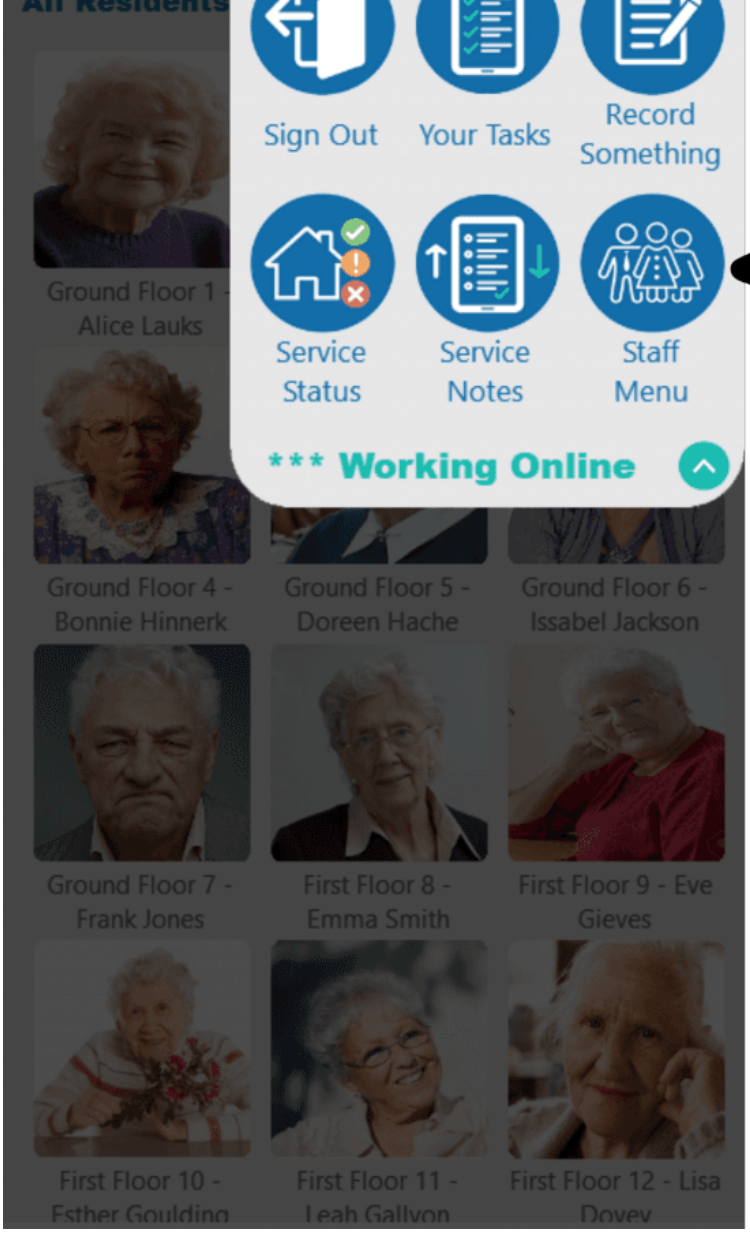
Care Control Pocket · https://cclearninghub.co.uk/docs/access-managers-menu-on-pocket/



Accessing the Managers Menu on Pocket

Care Control Pocket contains a Managers Menu, available to staff with admin access, which contains some administrative features normally only available on CC Windows.

Embedded media:
https://player.vimeo.com/video/791205171?color&autopause=0&loop=0&muted=0&title=1&portrait=1&byline=1&h=354e

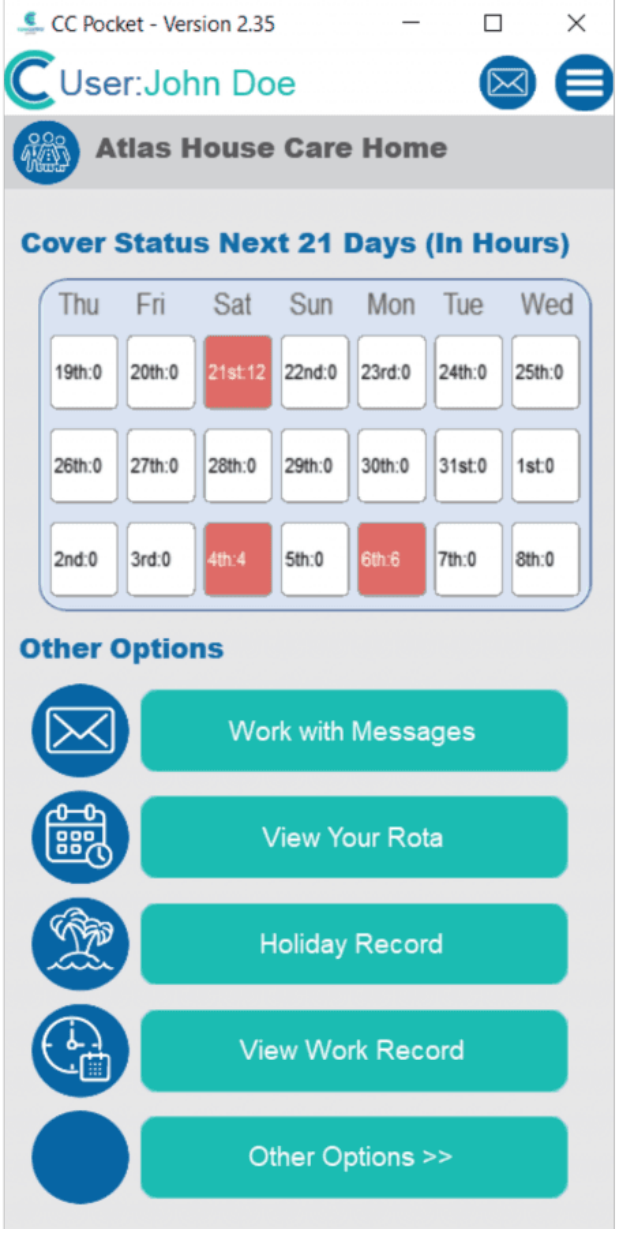


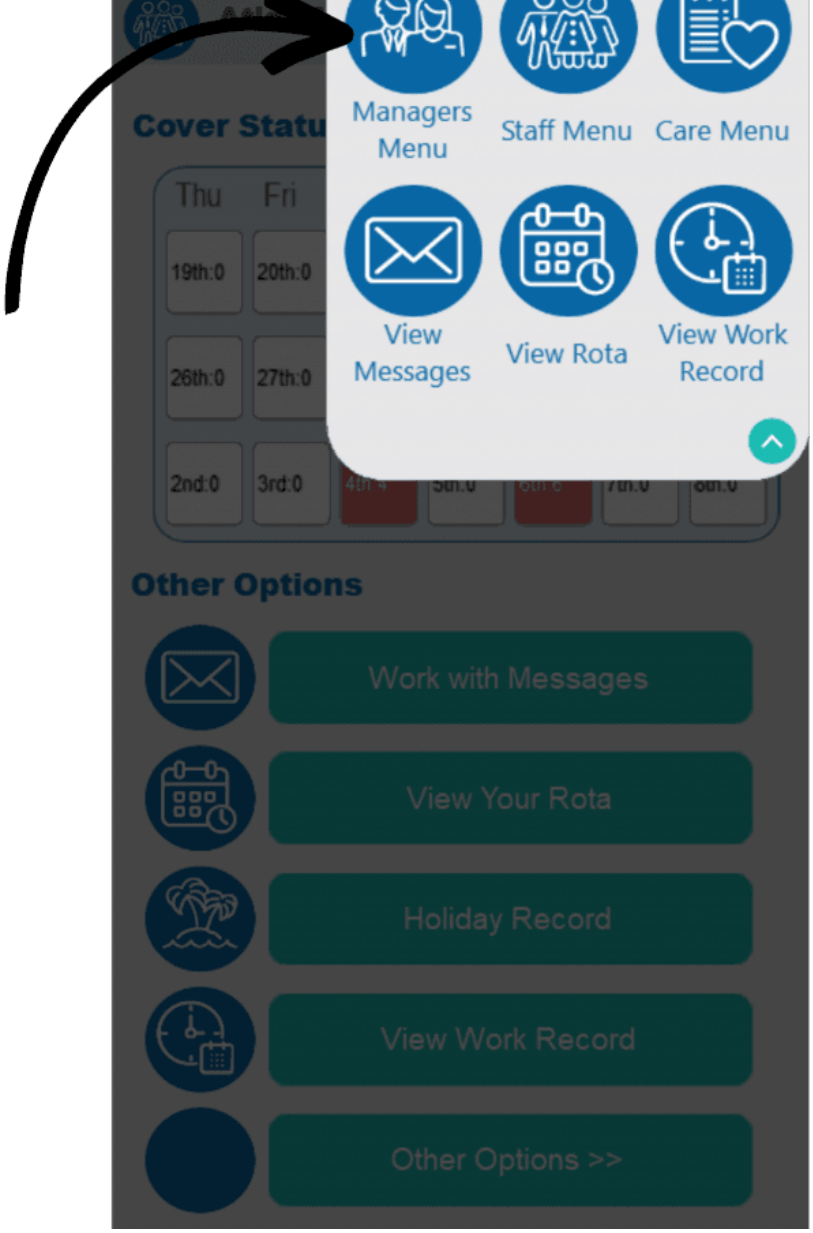
1

After signing into Care Control Pocket, open the menu in the top right corner of the screen by tapping on the icon. This will show 6 menu options. Select **Staff Menu**.

2

The staff menu will open. Here, open the menu again in the top right corner of the screen.


CC Pocket - Version 2.35
User:John Doe
Atlas House Care Home
Cover Status Next 21 Days (In Hours)
Thu Fri Sat Sun Mon Tue Wed
19th:0 20th:0 21st:12 22nd:0 23rd:0 24th:0 25th:0
26th:0 27th:0 28th:0 29th:0 30th:0 31st:0 1st:0
2nd:0 3rd:0 4th:4 5th:0 6th:6 7th:0 8th:0
Other Options
Work with Messages
View Your Rota
Holiday Record
View Work Record
Other Options >>



3

The Managers Menu should now be an option. Select the icon to **continue**.

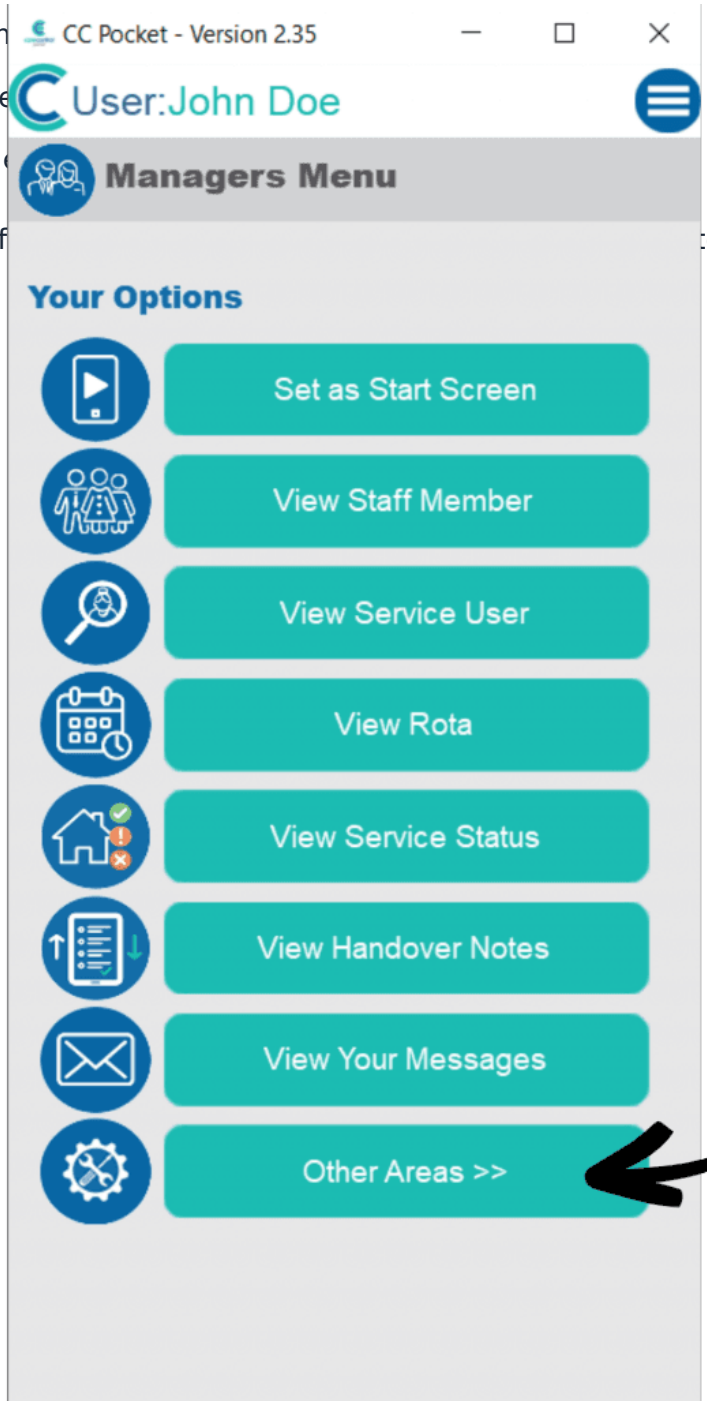
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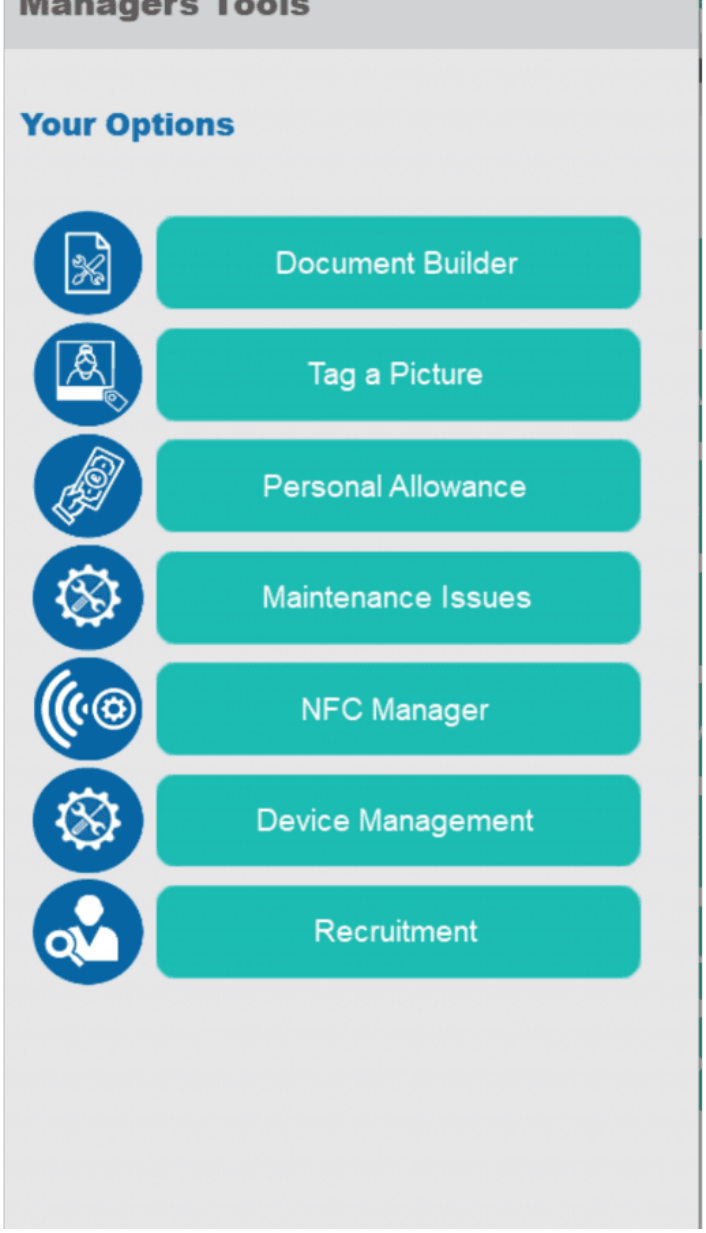
The Managers Menu will open. Here you can:

- View staff records
- View service user records

- View staff rota
- View the hom
- View handove
- View messag

You can access f tom of the list





5

The further tools available include:

- The Document Builder
- Picture Tagging
- Personal Allowance
- Maintenance Issues
- NFC Manager

- Device Management
- Recruitment tools