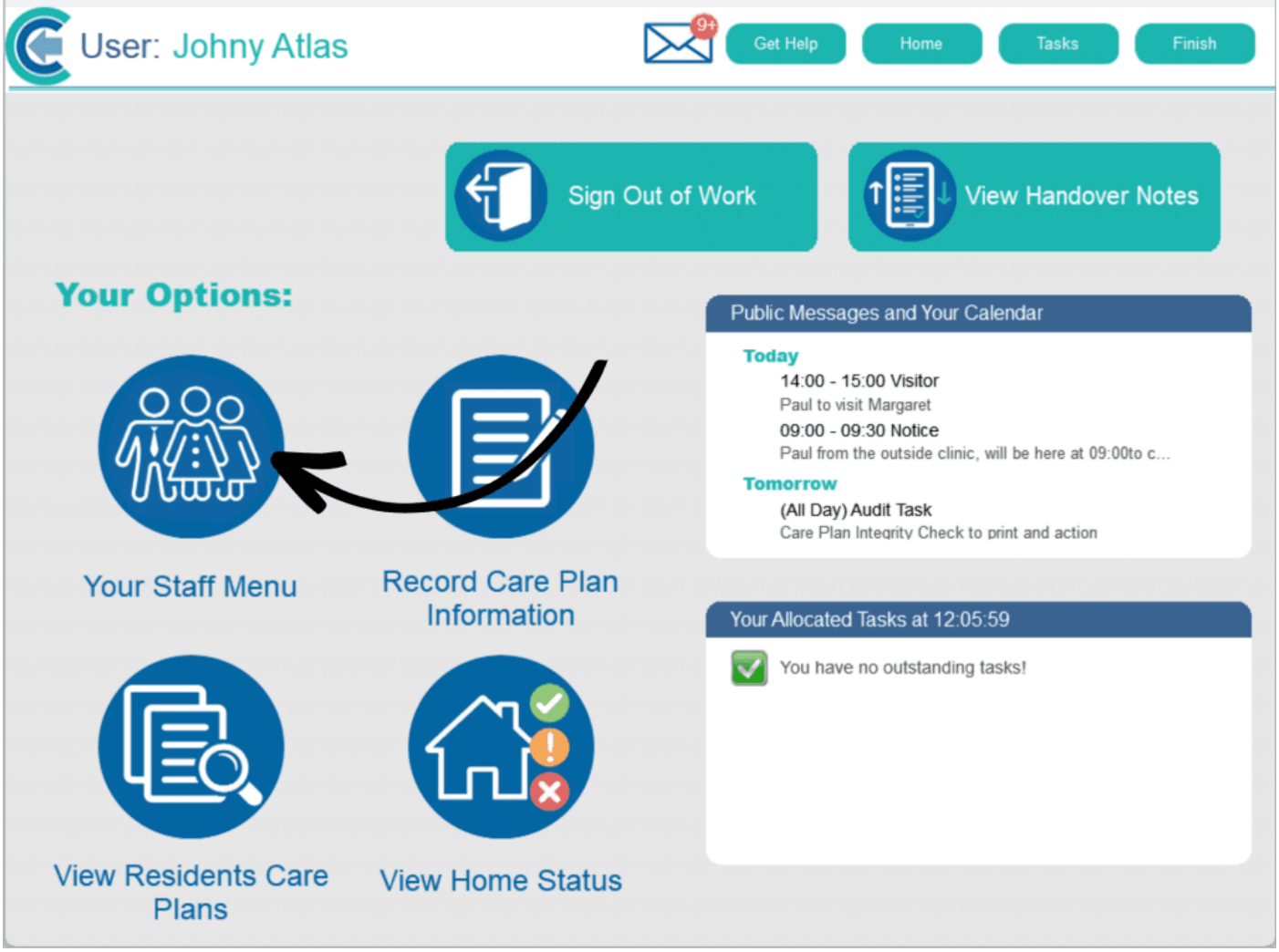
CC Mobile Supervisions

Care Control Mobile · https://cclearninghub.co.uk/docs/cc-mobile-supervisions/

CC Mobile Supervisions

This guide will cover how to view and complete supervisions on Care Control Mobile.

Embedded media:
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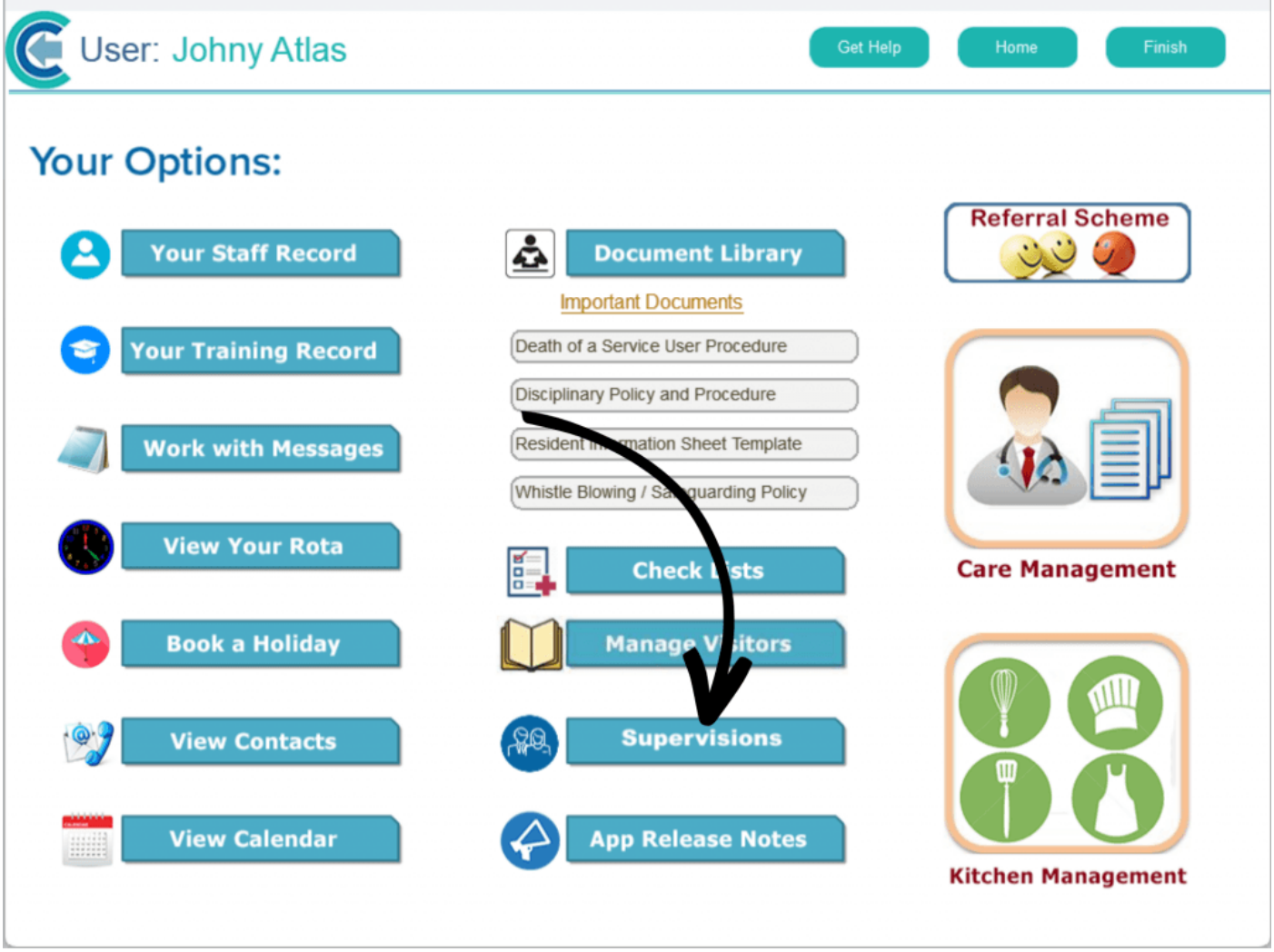


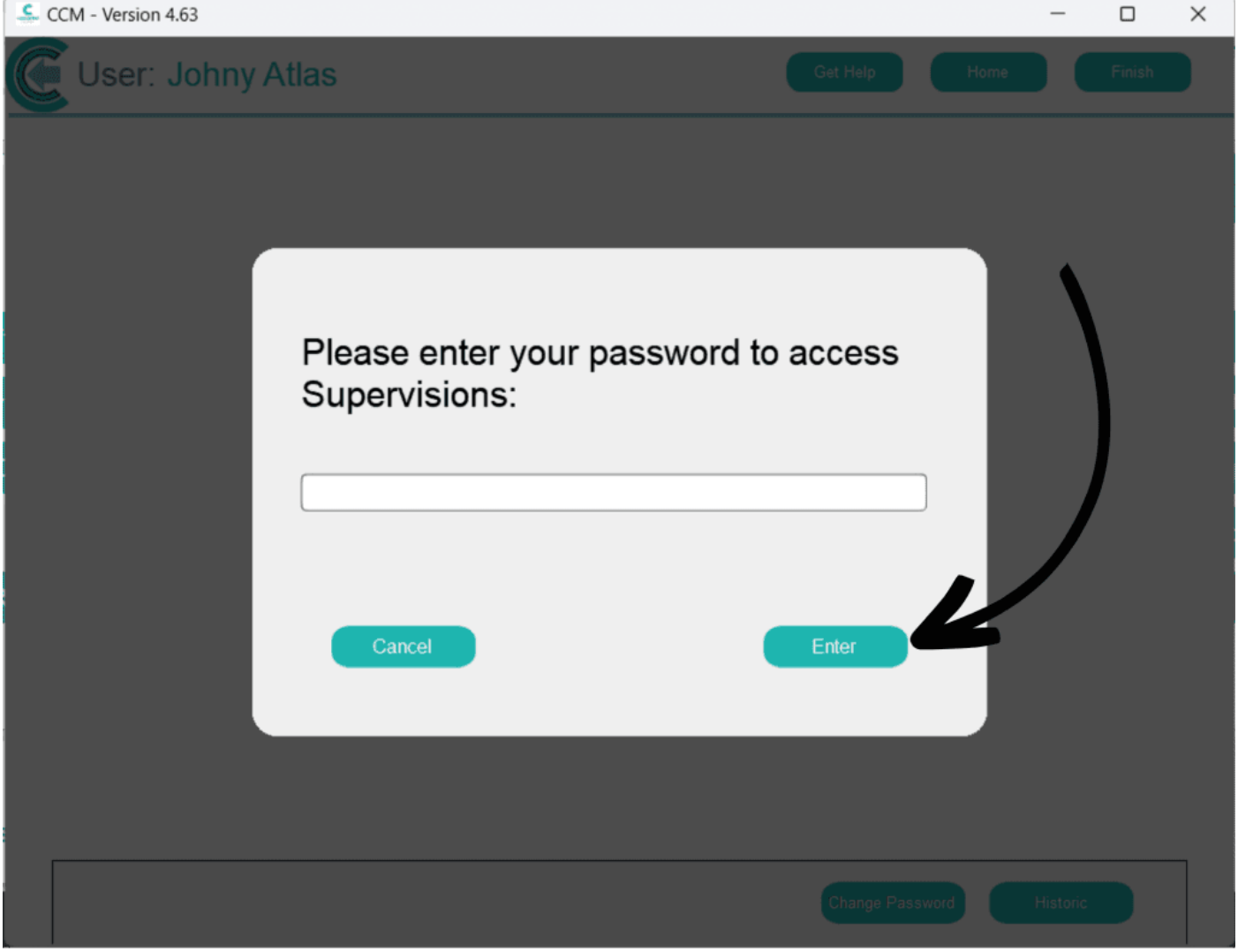
1

After logging in to Care Control Mobile, open Your **Staff Menu**.

2

Here, select **Supervisions**.


User: Johny Atlas
Get Help
Home
Finish
Your Options:
Your Staff Record
Your Training Record
Work with Messages
View Your Rota
Book a Holiday
View Contacts
View Calendar
Document Library
Important Documents
Death of a Service User Procedure
Disciplinary Policy and Procedure
Whistle Blowing / Safeguarding Policy
Check Lists
Manage Visitors
Supervisions
App Release Notes
Referral Scheme
Care Management
Kitchen Management

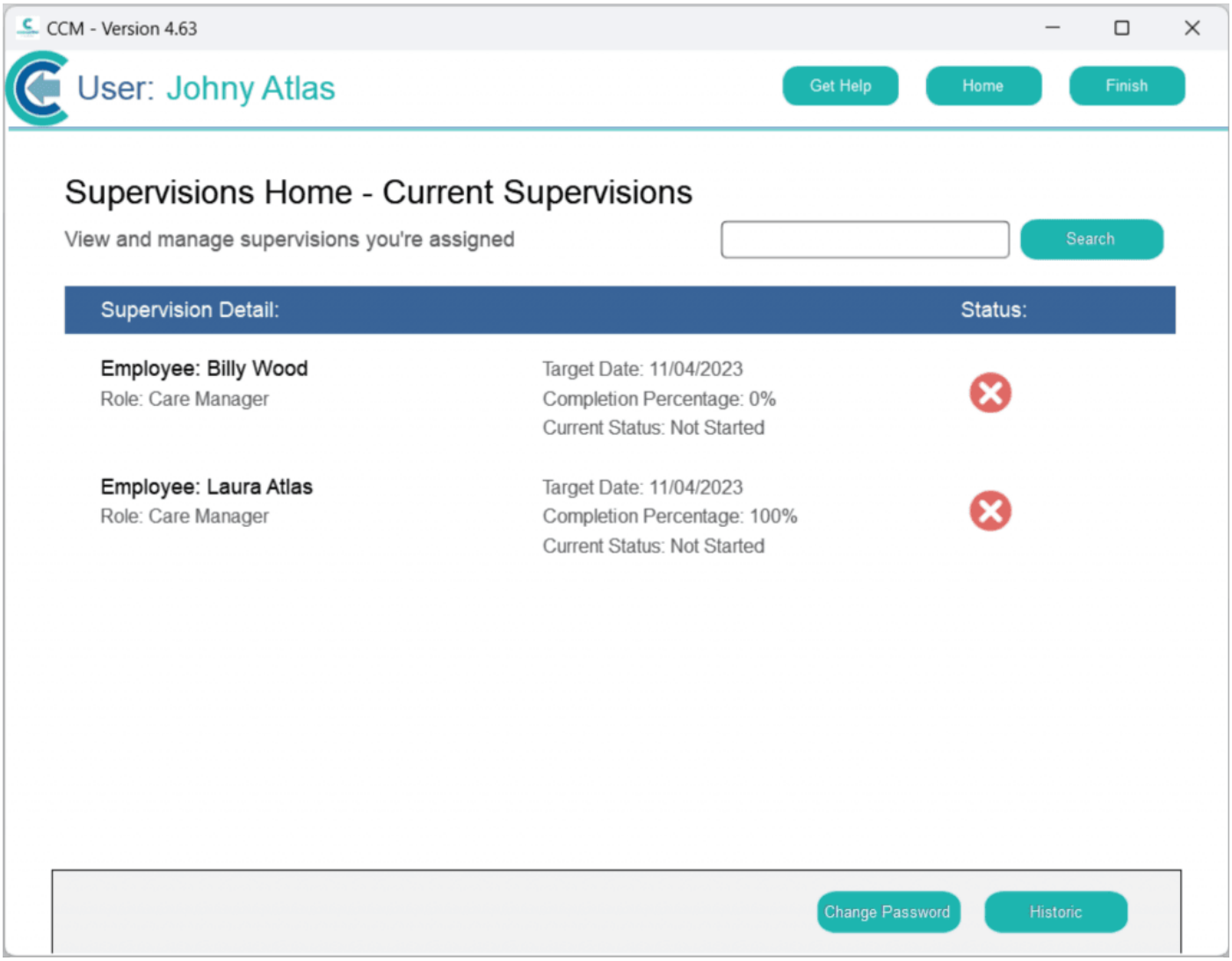


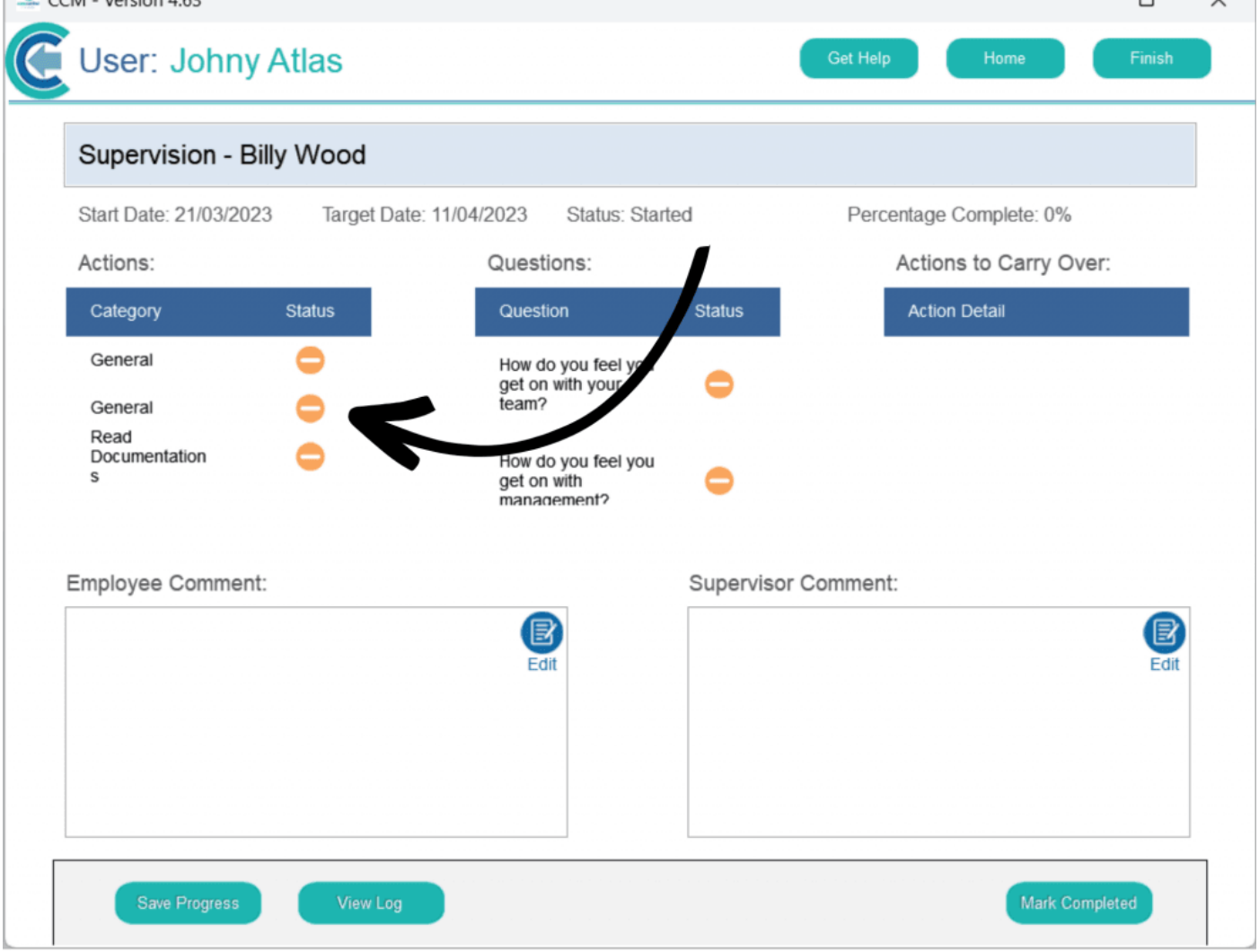
3

Enter your supervision password. If you are unsure, check the **Supervision Password** tool under the **Staff Area** tab of **Care Control Windows**.

4

Here, a list of active supervisions that you are associated with will be shown. To view one, simply tap on it.


CCM - Version 4.63
User: Johny Atlas
Get Help
Home
Finish
Supervisions Home - Current Supervisions
View and manage supervisions you're assigned
Search
Supervision Detail:
Status:
Employee: Billy Wood
Role: Care Manager
Target Date: 11/04/2023
Completion Percentage: 0%
Current Status: Not Started
Employee: Laura Atlas
Role: Care Manager
Target Date: 11/04/2023
Completion Percentage: 100%
Current Status: Not Started
Change Password
Historic

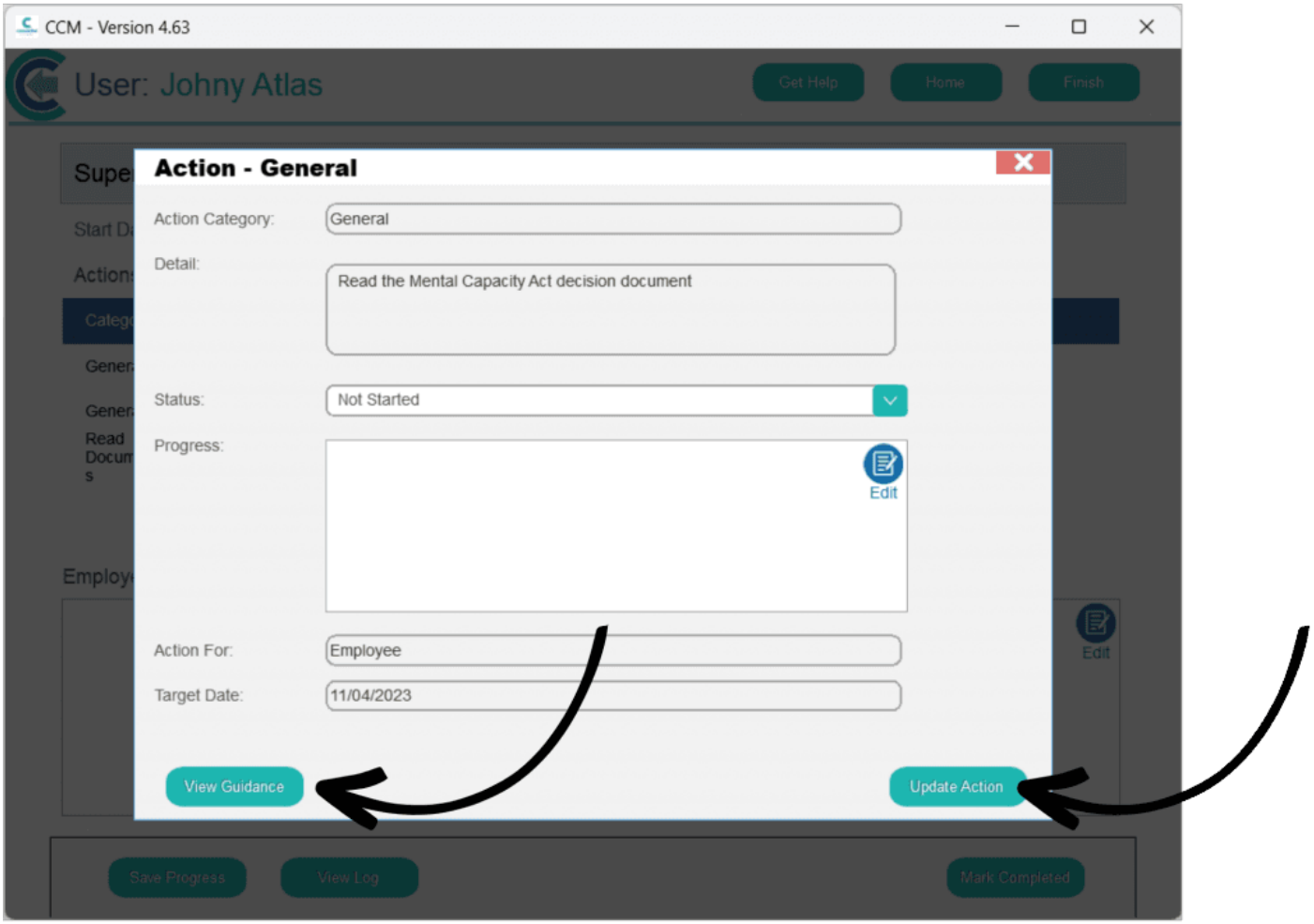


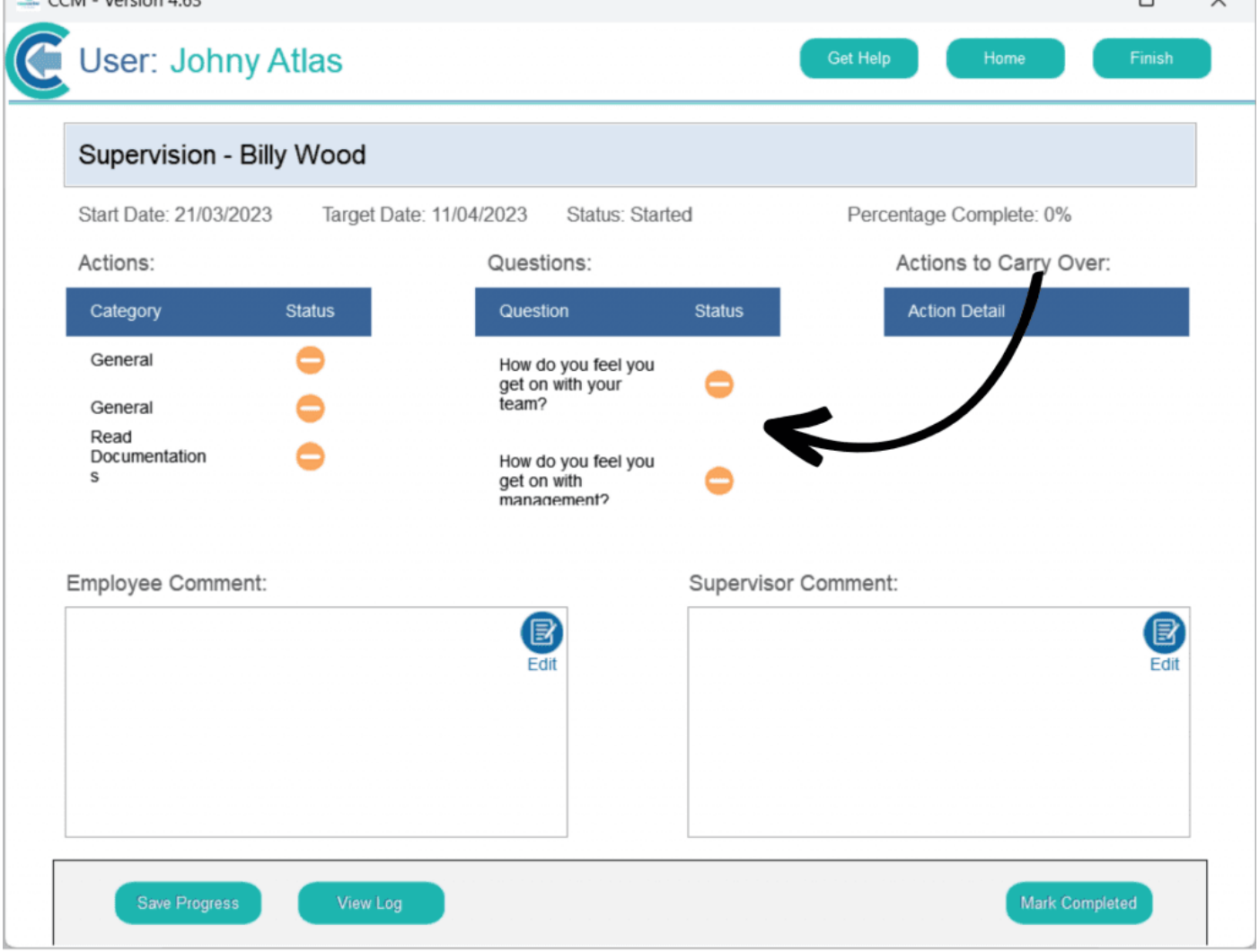
5

The supervision will open. To complete an action, tap on one from the list.

6

Here, you can enter the status and progress of the action. Any guidance added when creating the action can be viewed by pressing **View Guidance**. After completing this action, press **Update Action**.


CCM - Version 4.63
User: Johny Atlas
Get Help
Home
Finish
Action - General
Action Category:
General
Detail:
Read the Mental Capacity Act decision document
Status:
Not Started
Progress:
Edit
Action For:
Employee
Target Date:
11/04/2023
View Guidance
Update Action
Save Progress
View Log
Mark Completed

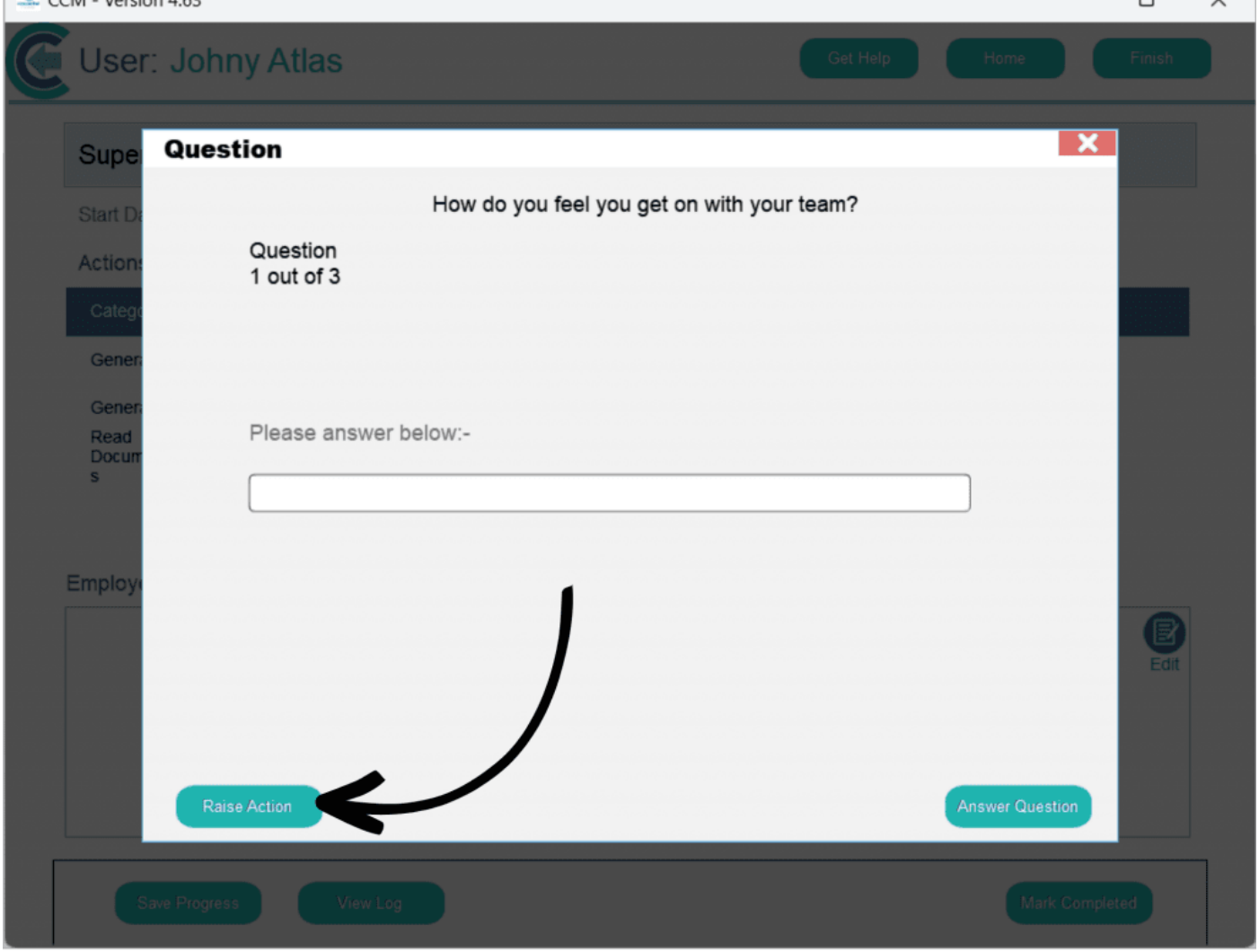


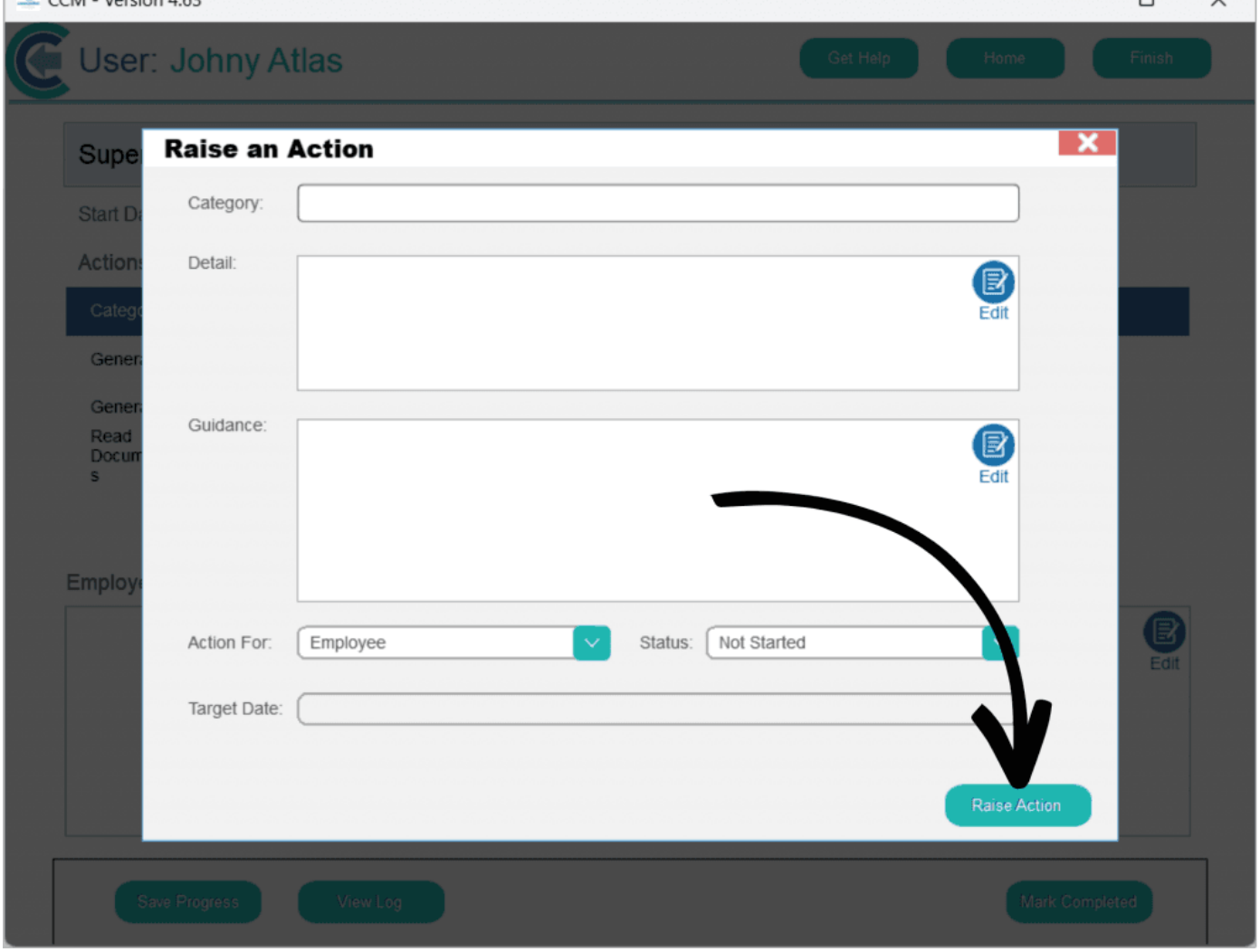
7

Next, we can complete a question by tapping on one.

8

The question will open. You can answer the question in the dedicated box and also raise an action associated with the question by pressing **Raise Action**.


User: Johny Atlas
Get Help
Home
Finish
Question
How do you feel you get on with your team?
Question
1 out of 3
Please answer below:-
Raise Action
Answer Question
Edit
Save Progress
View Log
Mark Completed

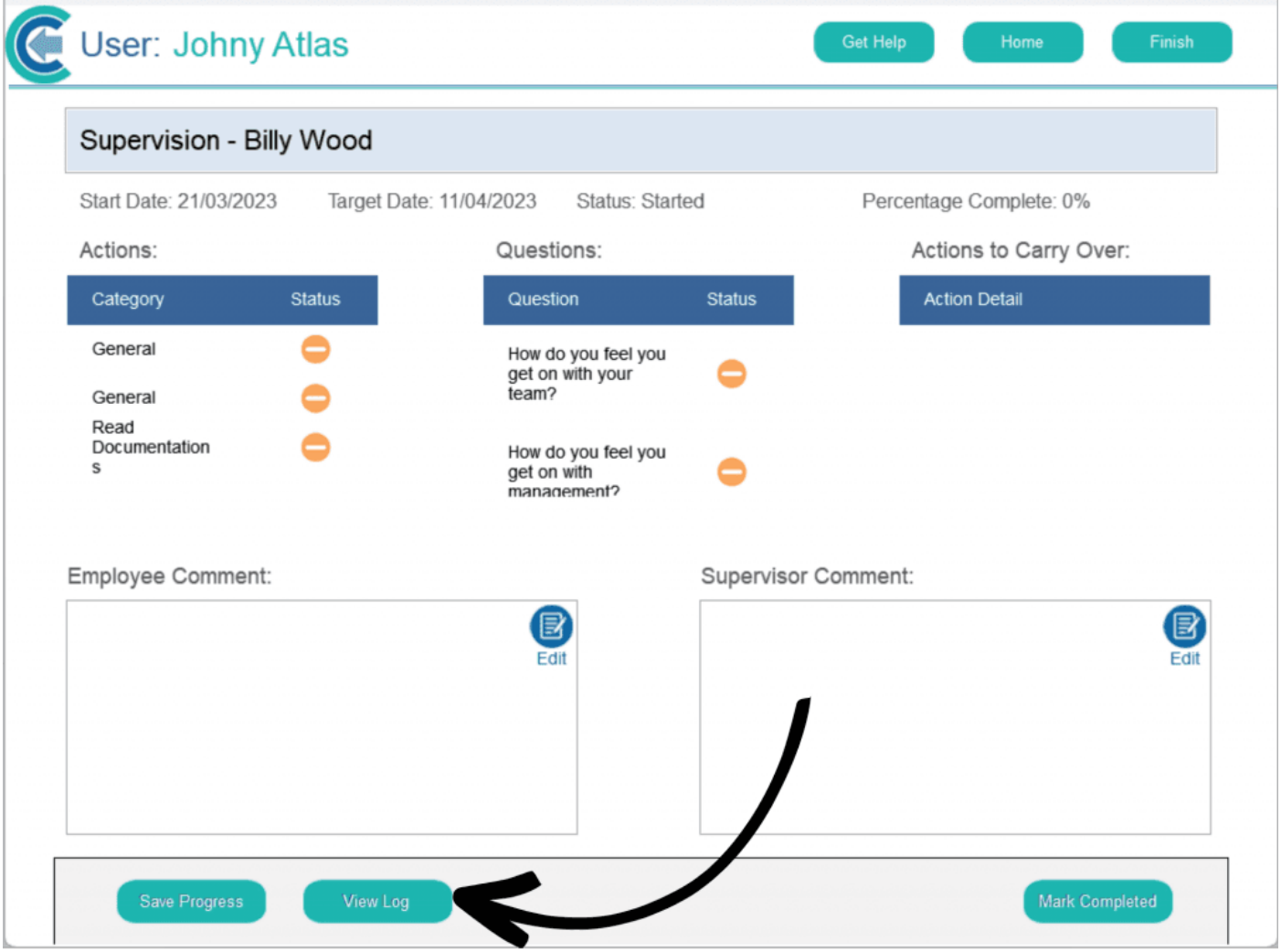


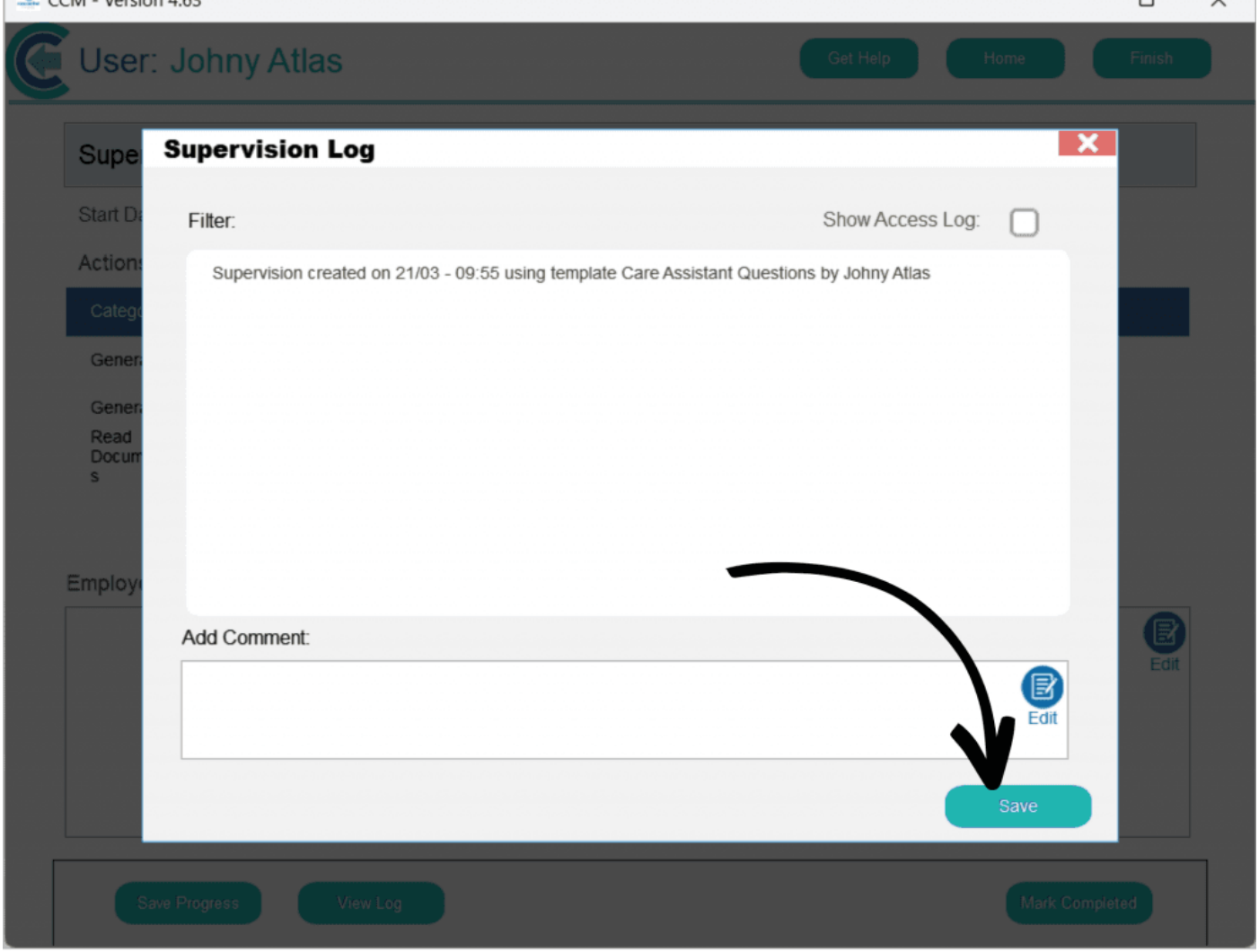
9

This will open a new window in which you can compete the new action form. Enter a category, detail, guidance as well who the action is for and the target date. Then, press **Raise Action**.

10

You can view the supervision log by pressing **View Log**.


User: Johny Atlas
Get Help
Home
Finish
Supervision - Billy Wood
Start Date: 21/03/2023
Target Date: 11/04/2023
Status: Started
Percentage Complete: 0%
Actions:
Category
Status
General
General
Read Documentations
Questions:
Question
Status
How do you feel you get on with your team?
How do you feel you get on with management?
Actions to Carry Over:
Action Detail
Employee Comment:
Edit
Supervisor Comment:
Edit
Save Progress
View Log
Mark Completed

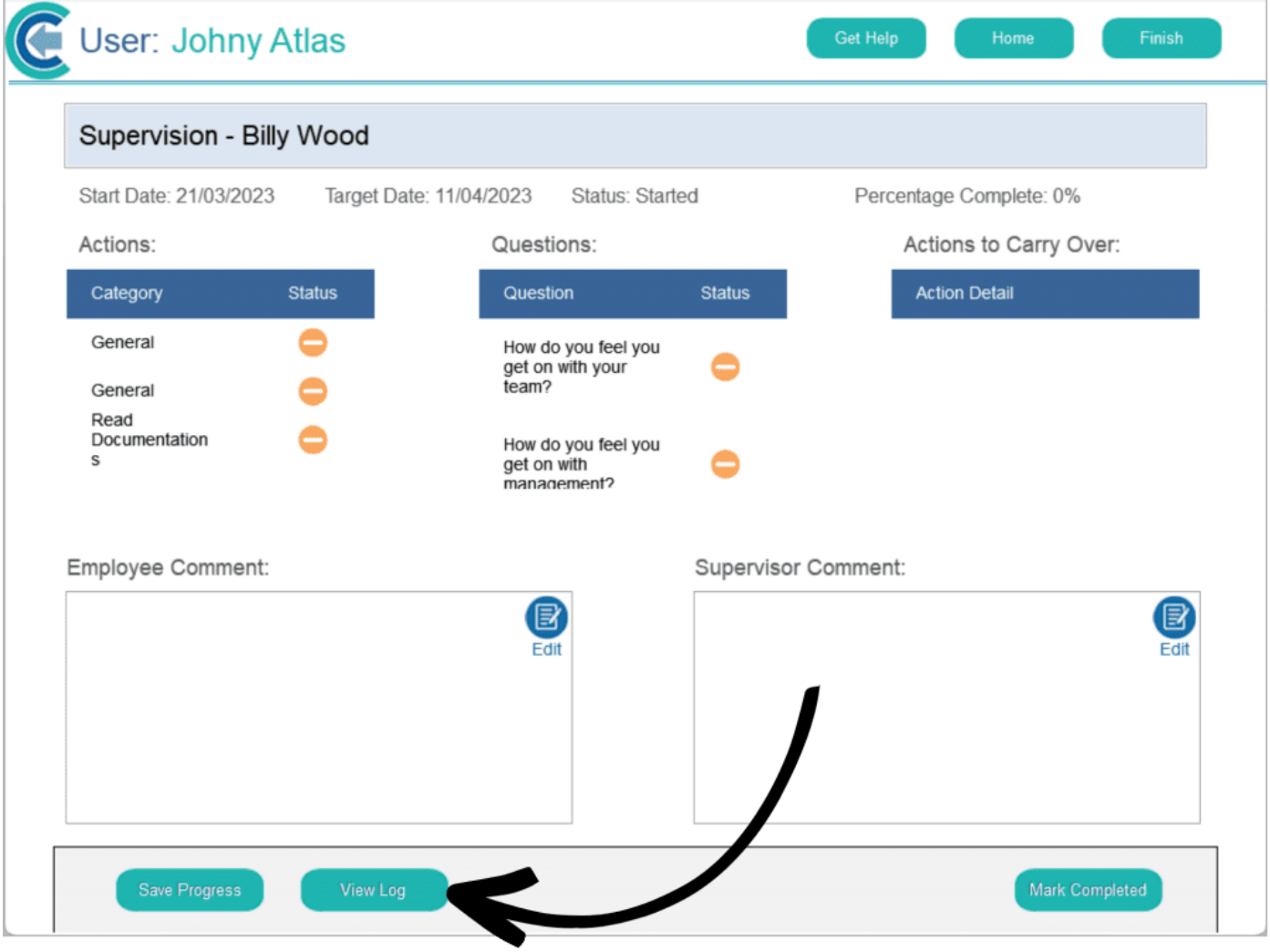


11

Here, changes and updates to the supervision will be displayed here. You can also add a comment. Press **Save**.

12

You can view the supervision log by pressing **View Log**.


User: Johny Atlas
Get Help
Home
Finish
Supervision - Billy Wood
Start Date: 21/03/2023
Target Date: 11/04/2023
Status: Started
Percentage Complete: 0%
Actions:
Category
Status
General
General
Read Documentations
Questions:
Question
Status
How do you feel you get on with your team?
How do you feel you get on with management?
Actions to Carry Over:
Action Detail
Employee Comment:
Edit
Supervisor Comment:
Edit
Save Progress
View Log
Mark Completed