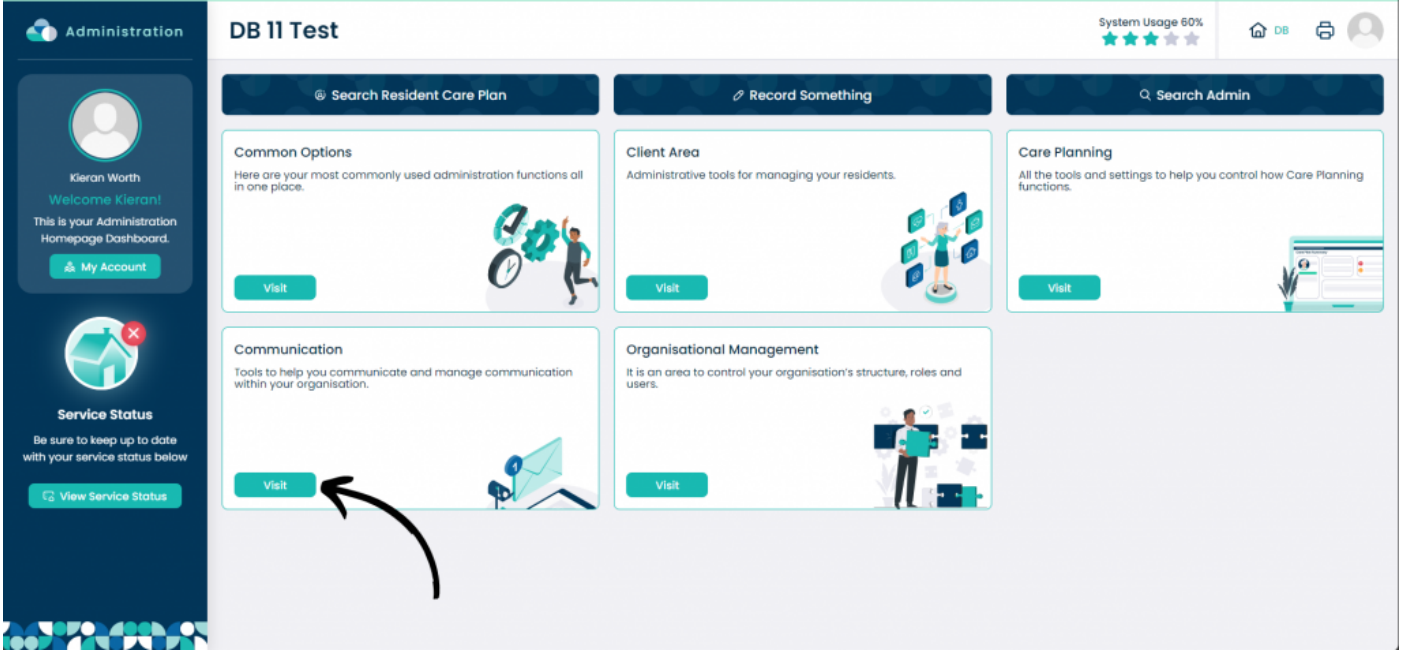
Setting up Friends & Family on Cloud

Communication · https://cclearninghub.co.uk/docs/setting-up-friends-family-on-cloud/

Setting up Friends & Family in Cloud

In this guide we will cover setting up the Friends & Family feature on Care Control Cloud

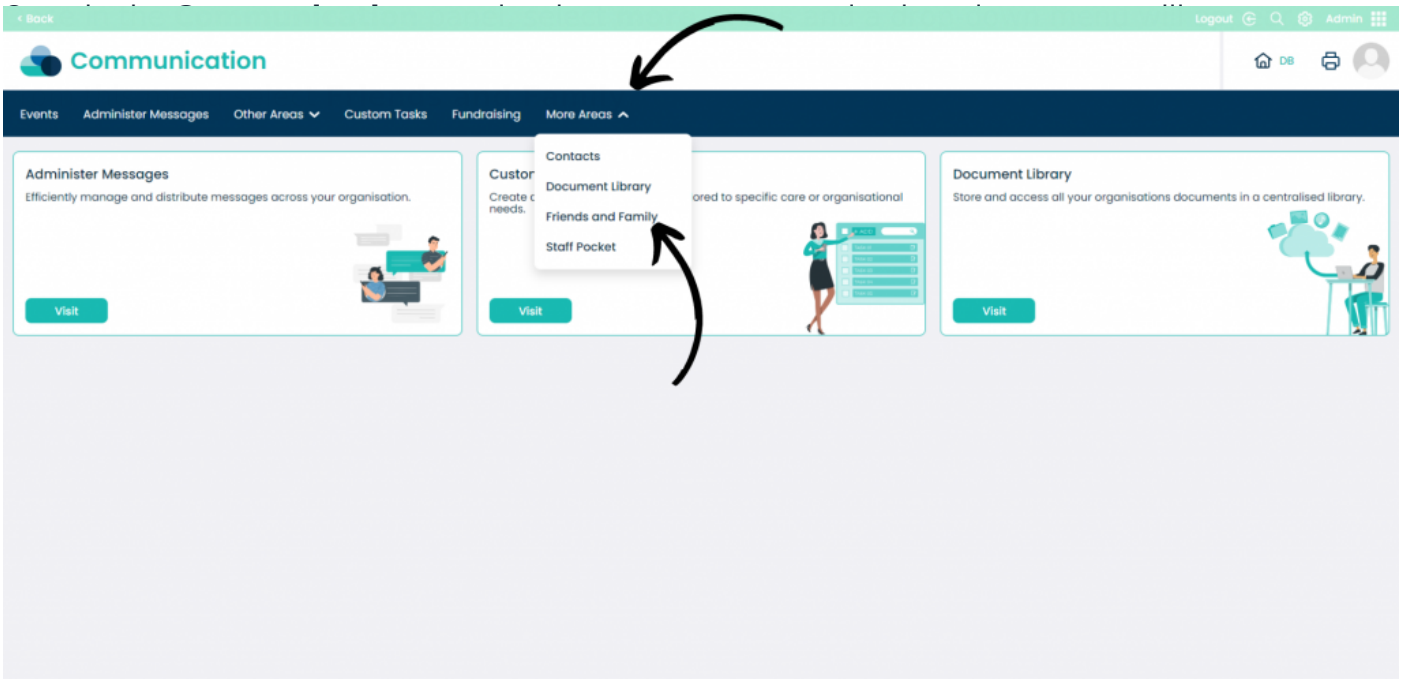


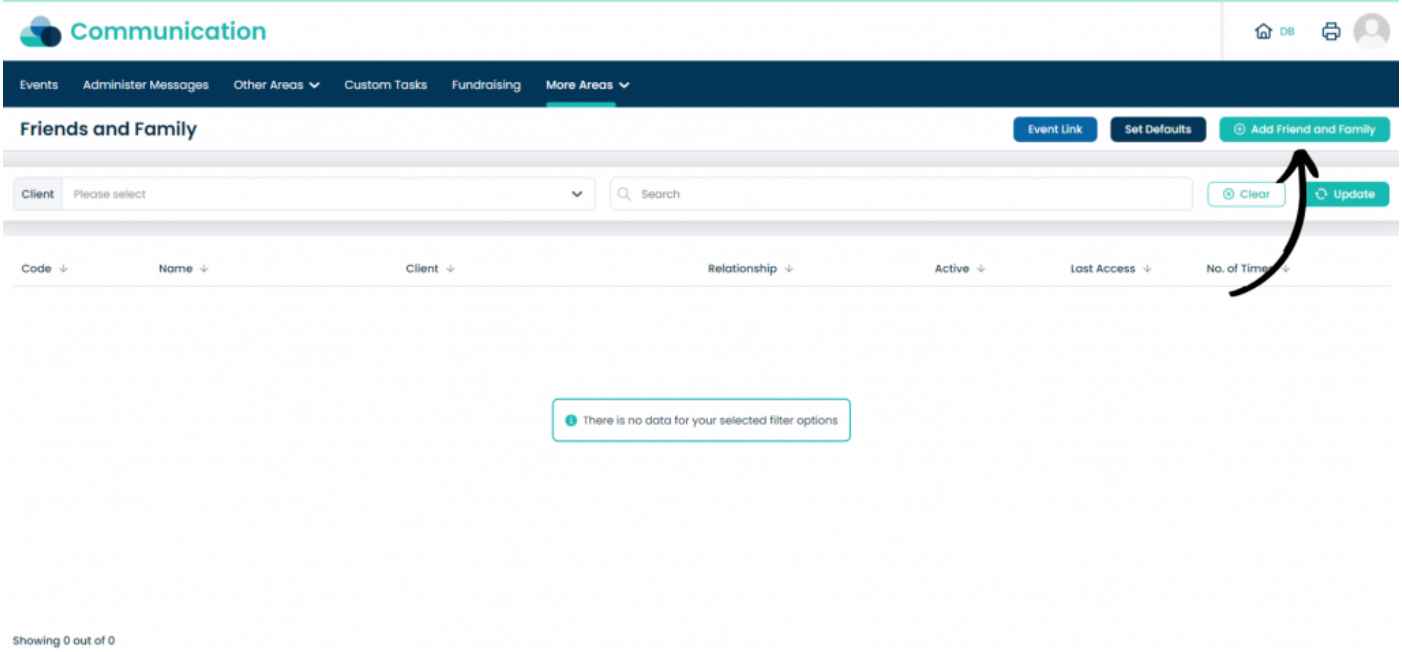


1

From the **admin** panel, navigate to the **communication panel** and select **visit.**

2





3

Once on the **Friends and Family** page you will be able to see all the current users.

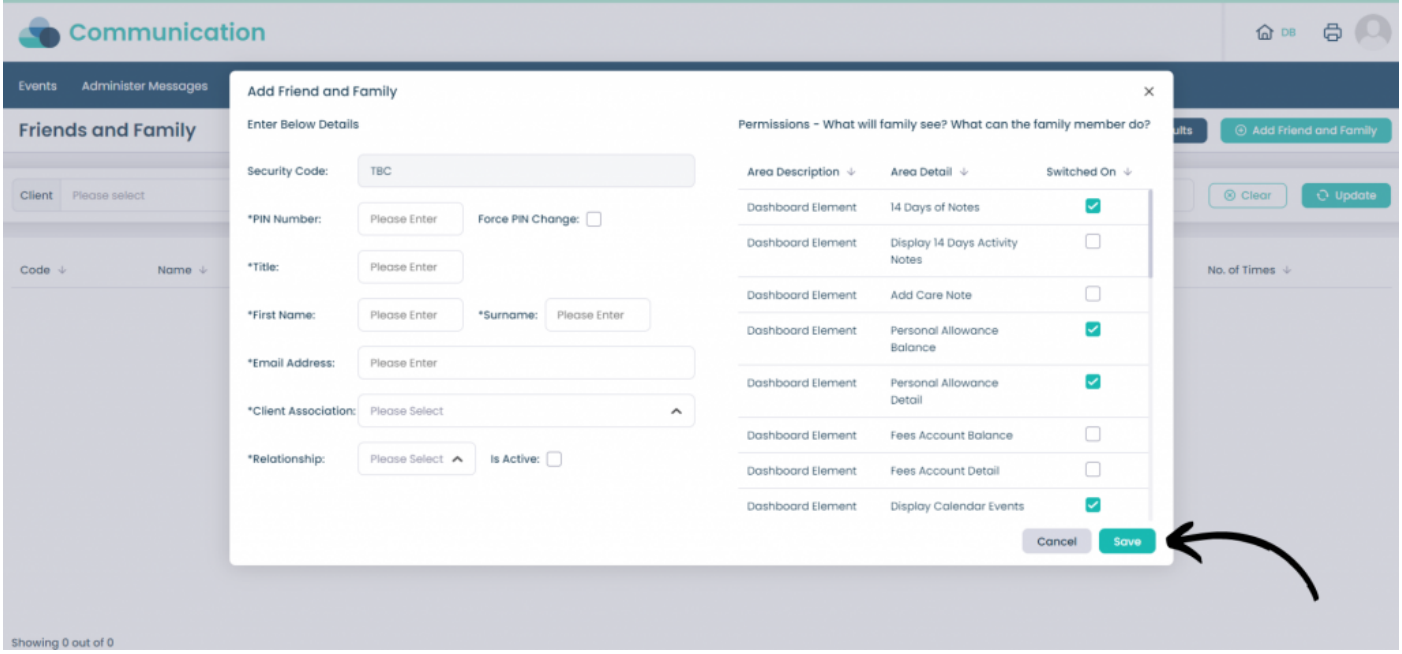
To **set up a new user** select **Add Friend and Family.**

4

The **Add Friend and Family** window will appear on the screen. Add all of the required information of the member to the left.

On the right hand side you can pick what the **Friend and Family** has access to and can edit in regards to their family member.

Once done click **Save.**


Communication
Events
Administer Messages
Friends and Family
Client
Please select
Code
Name
No. of Times
Showing 0 out of 0
Add Friend and Family
Enter Below Details
Security Code:
TBC
*PIN Number:
Please Enter
Force PIN Change:
*Title:
Please Enter
*First Name:
Please Enter
*Surname:
Please Enter
*Email Address:
Please Enter
*Client Association:
Please Select
*Relationship:
Please Select
Is Active:
Permissions - What will family see? What can the family member do?
Area Description
Area Detail
Switched On
Dashboard Element
14 Days of Notes
Dashboard Element
Display 14 Days Activity Notes
Dashboard Element
Add Care Note
Dashboard Element
Personal Allowance Balance
Dashboard Element
Personal Allowance Detail
Dashboard Element
Fees Account Balance
Dashboard Element
Fees Account Detail
Dashboard Element
Display Calendar Events
Cancel
Save
Clear
Update
Add Friend and Family