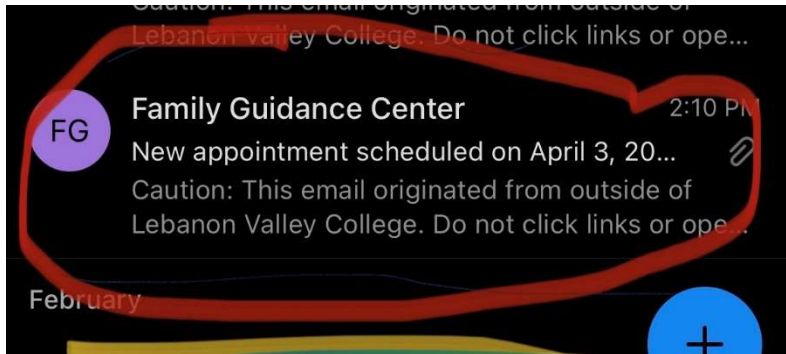
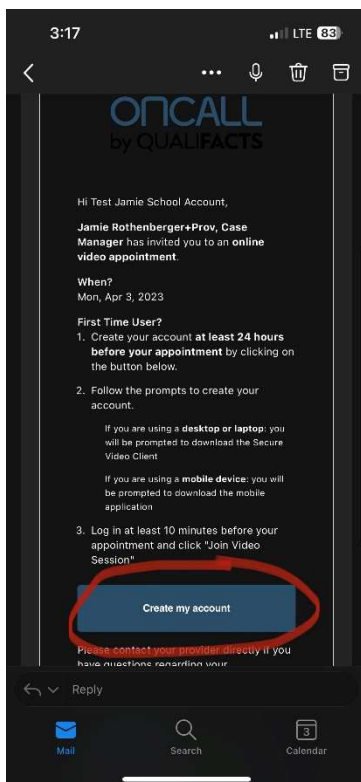


On Call Tip Sheets for Clients Using their Phone:

Step 1: Go to your email –this is the email that was given to us during intake (if you need this changed let your therapist know ASAP!!)



Step 2: Once you open the email, it will look like this: -- Click 'Create my account'



Step 3: Once you click 'Create my account,' you will be prompted to put a password in.



Welcome back Test Jamie School Account!

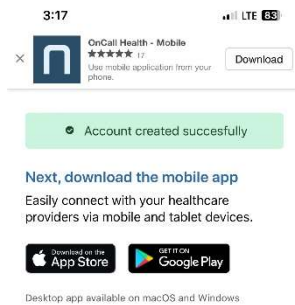
Your appointment is at
02:15 PM Eastern Daylight Time

Password

Submit

[Forgot your password?](#)

Step 4: Once you hit submit—you will be prompted to download the On Call app through the app store on your phone.



Step 5: Download the app. Once the app is downloaded to your device – you will need to open the app. You will then be prompted to add your email.

ONCALL by QUALIFACTS

Email

Next

Step 6: After entering your email, click next. This will bring you to the password page. You can enter a password or you can sign in without a password.

← Back

Long password? Hard to type?

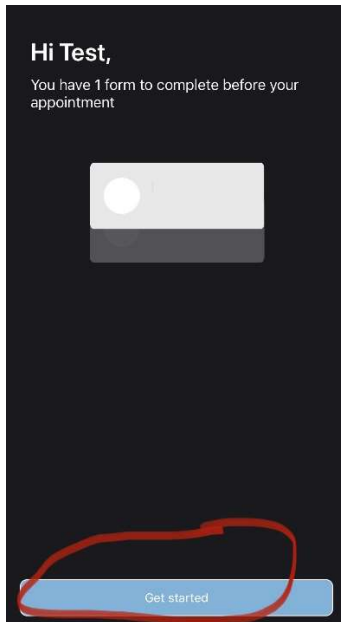
Sign in without password →

Password

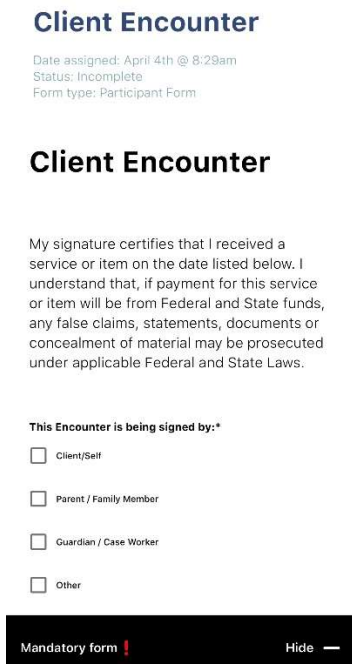
Sign in

Forgot password?

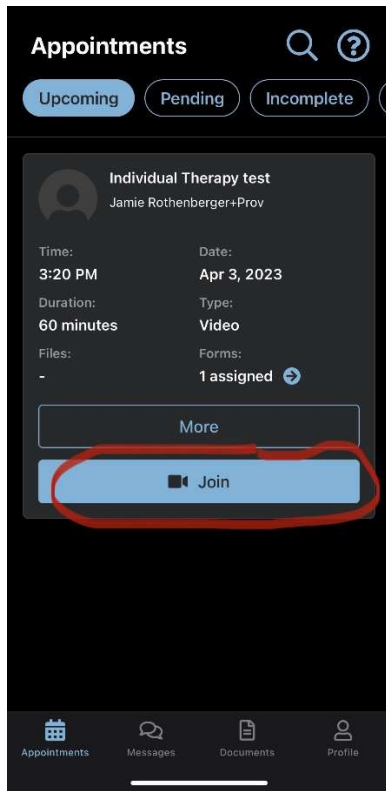
Step 7: If you have forms that you need to complete—once you log in, the form screen will automatically appear before you can get to the appointment. **Forms that are required must be completed before you can enter your session.**



Step 8: Once you click 'Get started' you will be able to access and complete the form.



Step 9: Once you have finished completing the form—click ‘submit form.’ This will then direct you to the ‘main page’ where you will be able to join the session.



Step 10: Once you click ‘Join,’ you will be put into the ‘waiting room.’ Your therapist will let you into the meeting.

