Wellsky PC Features



Pending Confirmations

This is how Staffing will add client shifts to your schedule in WellskyPC.

You will get the following email only (no sms):





If you click on the link in said

RECOMMENDED: If you go into the WellskyPC app you will have the do the following steps:

Click on the RED Pending Confirmation shift, click OK, click the back arrow, click YES or NO. Please see below example.



Wellsky PC Features



Pending Confirmations Continued

If you click YES to ACCEPT, you will see the message below.

***The App has a bug where an ERROR message comes up**

Simply click OK then click the back arrow.

You will be automatically added to the shift in your app turning BLUE scheduled.

← Training Shifts 🛛 🕈 CARE	raining Shifts	2:54 🖌	al 🕆 🛋
L 📾	▲ <u></u>	≡ Shifts	T
Pending Confirmation Occurs once on 07/03/2023 from 09:00 AM EDT to 05:00 PM EDT	Monday, July 3 9:00 am EDT - 5:00 pm EDT	June 2023 Sun Mon Tue Wed Thu P 25 26 27 28 29	i Sat
Can yo Error An unexpected error occurred, please try again later. GraphQL error: Cannot confirm; shift is already scheduled		30 Fri Sat Sun	
ОК		Son Scheduled 9:00am - 5:00pm EDT 8.00 hours Training Shifts 100 Jefferson Blvd	
		4 Tue 5 Wed	

If you DECLINE, you will be taken out of the shift automatically, and it disappears from your schedule.

If you DO NOTHING, it stays on your schedule as pending. Staffing will reach out again until confirmed or declined.