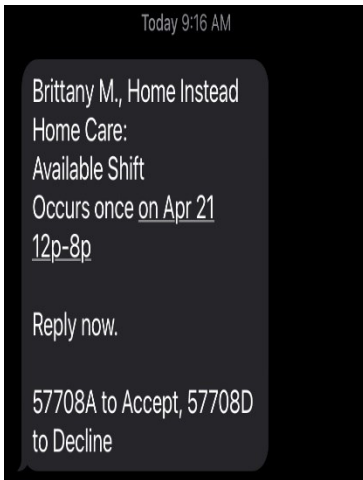


FCFS- First Come First Serve

Staffing will send a blast to a specific group of Care Pros about 1 specific fill in shift.

You will receive a sms only (no email) with the info that looks like this:

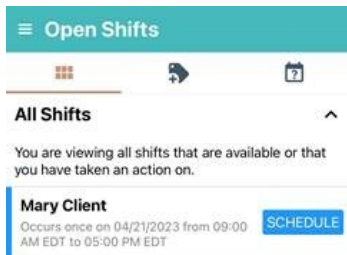


(The text would have more detail about the shift- this is just an example.)

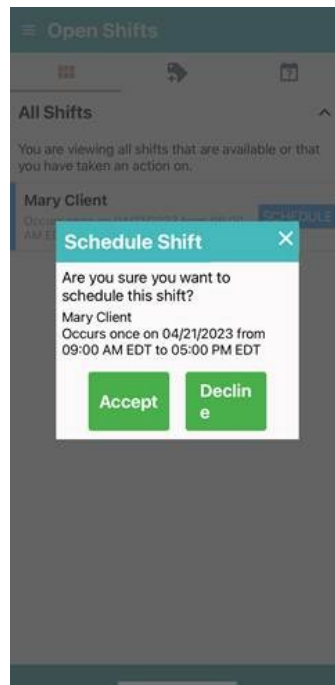
NOT RECOMMENDED: The CP can either ACCEPT or DECLINE through the sms by following the instructions in the text. With the above example the reply should be: 57708A or 57708D.

RECOMMENDED:

Please go into the app to view the fill in shift. You will see this:



Here, you can click SCHEDULE and either ACCPET or DECLINE.



If you ACCEPT, you will automatically be added into the shift on your WellskyPC app.

If you DECLINE, you will automatically be added to the declined list to notify Staffing. The shift will stay on your Open Shifts list in the WellskyPC app until it is filled with someone else.