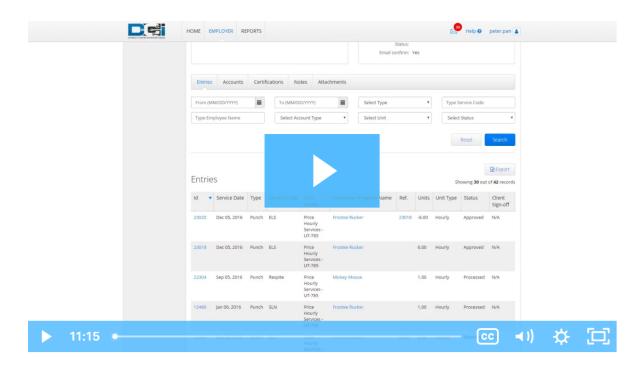
Client/Employer: Video on the Role of the Client/Employer

By the end of this video, either in the DCI web portal or on your Employer DCI Mobile App, you will understand how to:

- View your employee and client/employer detail pages
- Manage employee shifts (punches)
 - Approve, reject or edit shifts (punches)
 - Review log notes
- Run reports pertaining to your employees
 - See your CDS Tracker
- Check for messages from Imagine Enterprises such as training required

Click the link to launch the video: https://directcareinnovations.wistia.com/medias/zlfu960ifk



If you need additional technical assistance, contact your area Employer Services Manager:

<u>North Texas Area</u> Janice Norwood Phone: 325-518-1950 Email: <u>Janice.norwood@imagine-enterprises.org</u> <u>Central Texas and the Gulf Coast Area</u> Taylor Morales Phone: 832-725-0461 Email: Taylor.morales@imagine-enterprises.org