

How to use the Preferences feature

The preferences feature allows you to state what hospitals you are happy to work at.

Once you complete your preferences you can search for shifts that match these preferences using the Browse Shifts feature.

1. Click the Client Preferences option on the App Menu.

2. Click the plus sign at the bottom right of the screen to add more hospitals to your preferences.

3. Search for hospitals nearby using the maximum distance slider.




4. Select the hospital you wish to add to your preference list.



Now once you complete an Browse shifts search via preference, the App will show you available shifts at this Trust.

To edit an existing preference, simply click on the hospital would like to change the preferences for.

The three types of preferences:

-  Book me straight into a shift.
-  Contact me before booking.
-  Do not book me into a shift.

