



AAUXI WEB APPLICATION FOR HEALTHCARE ORGANIZATION (HCO)

This instruction allows healthcare organizations to establish access to AAUXI Web Application, create an account, and use the application to manage staffing for their organization. This application is ideal for community based healthcare providers including Home Health, Hospice, Home Care, and Social Service organizations and programs.

CREATE AN ACCOUNT

To start we will need a few pieces of information to create an account and give you access to AAUXI Dashboard. Send an email to info@aauxi.com with the following information:

- Organization's Name
- Organization's Address
- Contact Name and Title
- Contact Email Address
- Contact Phone Number
- Organization Type (Home Health, Hospice, Home Care, Social Service, Government Program, or other)
- Organization's Logo (optional)

Once the system receives the necessary information, it will create an account and send your access information via email. Upon receiving the email with your login information, you are set to start using AAUXI web application.

LOGIN TO AAUXI DASHBOARD

You will need the following to login to your account.

- User Name (contact email address)



- Password (Temporary Password Provided by AAUXI)
- Login Link: www.aauxi.net

UPDATE YOUR COMPANY PROFILE

Upon login, you can do the following:

- Change your temporary Password (go to profile)
- Add your providers (your staff will need to install AAUXIPro app from Google Play or Apple Store).
- Add your clients (your clients will need to install AAUXI customer app from Google Play or Apple Store).
- Create teams based on location, skills and type of service.
- Manage tasks
- Track and manage field clinicians