Open Visits in the M+ Care App

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The "Visits" section in the M+ Care app is where you can view your upcoming schedule, view open visits, and apply to open visits

1 Navigation

- *From the side menu > select "Visits"*
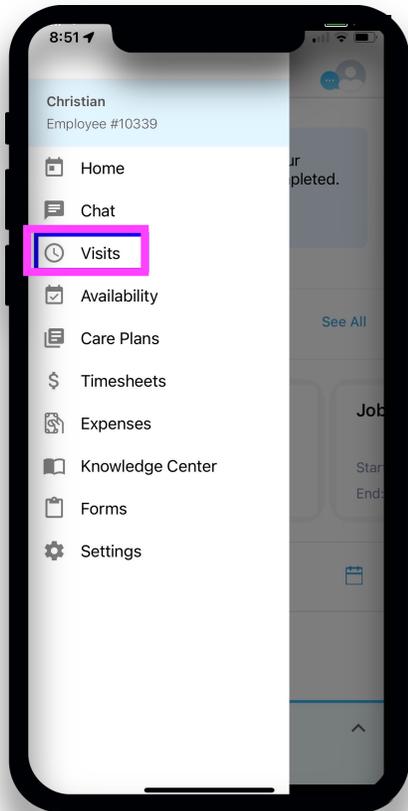
2 View Schedule

- *The "My Visits" tab will show your upcoming schedule by day*
- *Select the booking to view visit details*
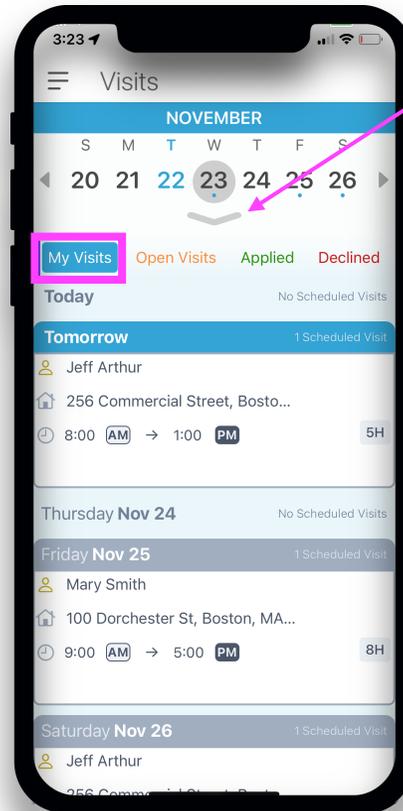
Jump to a specific day by selecting the arrow below the calendar, to expand the calendar
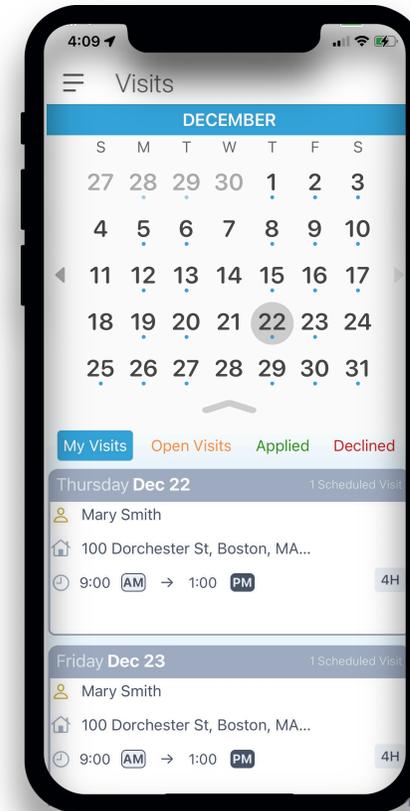
Dates with a blue dot indicate you have a scheduled visit on that day

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③ View Open Visits
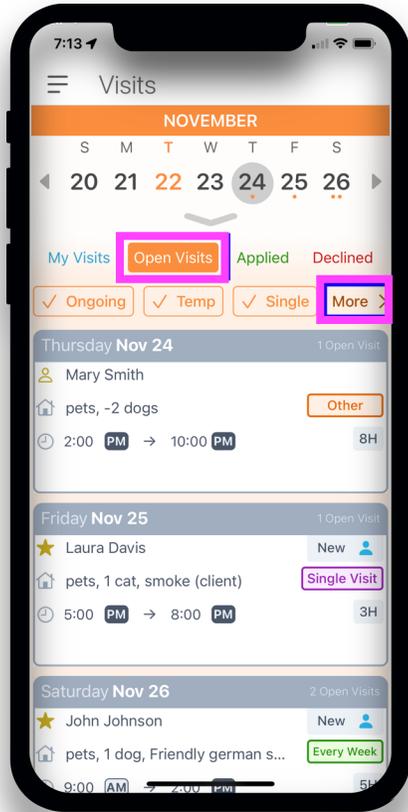
- The "Open Visits" tab will show you all open visits available for you to apply to, sorted by date

- Dates with an orange dot indicate there is an open visit available on that day

- Clients with a star beside their name are recommended for you

- Select "More" to filter open visits list (ie view only one-time visits, visits within a certain distance, or visits with clients you have worked with)

- Select an open visit to view details

④ View Open Visit Details
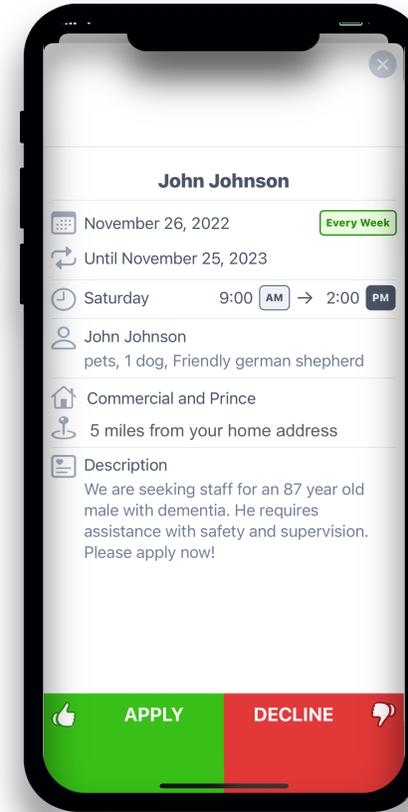
- Visit start and end date, and occurrence

- Visit day and time

- Client information

- Care location intersection and distance from your home

- Description of visit

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5 Apply to Open Visits

- If you are available and interested in working a visit, select "Apply"

- Confirm the visits you would like to apply to by selecting (green checkmark) or unselecting the dates you do not wish to apply to
- Select "Confirm"

- You will receive a prompt confirming your application

- View all visits you have applied and declined under the "Applied" and "Declined" tabs from the Open Visits main page