## **Frequently Asked Questions**

## What if I need to cancel or change my virtual appointment?

You can cancel your appointment on the app up to 48 hours in advance. If you need to cancel nearer to the appointment, please phone the number shown on your appointment text.

## Is my information safe?

Yes– your consultation is not recorded or stored on the app. The only information held by the app is your name and mobile number or email address, and these are erased when you no longer have an appointment. The answers to your questionnaires are automatically erased after two weeks. This ensures that the clinician/therapist can record your responses in your health record.

## Can I change the notification settings?

Yes– click on settings on the home page, and once you are logged in, you will have the option to tap "Notification Settings".

## Do I have to have a virtual consultation?

No– this is an alternative offer for you. If you do not wish to have your consultation in this way, you can still have a face-to-face appointment at one of our clinics, subject to latest COVID-19 restrictions

## What if I don't have a smartphone?

You can access Livewell Connect on a laptop with a camera/ microphone. Copy and paste the link in your text message into your browser (you must use Google Chrome or Firefox), and follow the same instructions in this leaflet.

## What sort of signal do I need?

Ideally, you will be connect to a Wi-Fi signal, but if you cannot, a 4G or 5G signal will ensure that you have good sound/visual quality throughout.



# Livewell Connect

# Logging into Livewell Connect

We support people to lead independent, healthy lives

# Welcome to Livewell Connect

This booklet provides step-by-step guidance on how to log into Livewell Connect for your virtual consultation.

# **Text Message Confirmation**

When you agree to have a virtual consultation, you will receive a text message within a couple of minutes confirming the date and time of your appointment: Hello! Welcome to your video

## **Downloading the App**

At the bottom of the text is a link. If you tap the link, it will take you to the App Store or Google Play. From here, you can download the free app. If you have already downloaded the app, click "Open'.

# Logging into the App

Log in

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instructions to continue.

Text message

Select login method

#### Log in

When logged in, you can book appointments and view personal information such as your cases or most recently visited practices.

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visit: https://qb.visibacare.com/ livewell/connect

Select your login method below and follow the

NHS Sign in with NHS login

When you first open the app, you will be asked to Log in. Once you tap this, you will be asked to log in with either your NHS log in or with text message.

consultation with Livewell

Wednesday, March 4, 2020 9:35 AM. Start our app and log

consultation on a computer.

in to connect. To download the

Connect at Livewell

app or connect to the

You now need to put in your mobile numberthis must be the number of the phone that received the text message.



This will generate you a secure 5 digit code (a bit like an online banking code). Add this number to the screen when prompted, and then you will be logged in.

# **Viewing Appointment Details**

To view your booked appointments, tap 'My Cases'. You will see a list of all of your booked appointments.

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Start	My cases	Settings

## Questionnaires

Sometimes, your clinician/therapist might need you to fill out a questionnaire prior to your appointment. If they do, you will be able to see this by tapping on the appointment. If there is a

My cases		
Ongoing	Closed	
Appointments		
You have no up	coming appointments	
Messages		
You have no cor	o ongoing message oversation	

Thursday

🕖 09:50 🛛 🔀 10 min

<sup>2</sup> Unanswered form

The lobby will open 15 minutes before the appointment

Connect to meeting

Click to answer

questionnaire that needs to be answered, tap "Unanswered Form" to take you to it.

The number in the circle indicates how many are required. The clinician/therapist will be able to see your answers prior to the appointment.

# **Connecting to your** appointment

You can connect to your appointment from 15 minutes prior to the start by tapping the "Connect to Meeting" button. This button

will turn green when you can do this, and will remain grey otherwise.

When the clinician/therapist is ready, your device will ring, and a 'Start Appointment' button will appear. Tap this to start, ensuring that you are in a place where you can have a private conversation.

If you forget to log in, you will get a push notification when you are called prompting you to do so provided you have downloaded the app and have previously logged into it.