TigerConnect Physician Scheduling
Mobile App for Providers

Using the TigerConnect Physician Scheduling mobile app, care teams can quickly view their schedule, their department's schedule, view Tally reports, request days off or swap shifts and navigate between multiple departments.

Download and Install the App

Go to the App Store *(Apple)* or Google Play *(Android)* and search for **TigerConnect Physician Scheduling**.
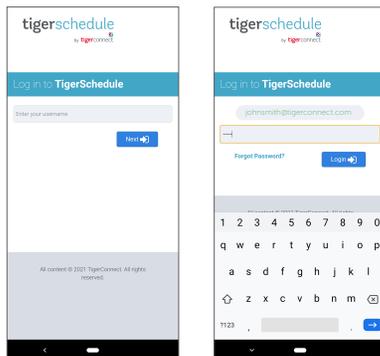
On iOS, tap **Get**.
(You may have to enter your Apple ID and password).

On Android, tap TigerConnect Physician Scheduling – Pro Mobile, then **Install**. *(You may have to enter your Google Account email and password).*

Log In

Enter your username and password to log into TigerConnect Physician Scheduling on iOS or Android.

View Your Schedule Quickly

Tap the **Me** tab to see your days off *(grey dots)* or scheduled jobs *(blue dots)*.

Tap on the **Group** tab to see assignments for the day. *(green dots)*.

To view **Call Details,** tap on the date in either the Me or Groups tab.

View Tally Reports

To ensure fairness and reduce burnout, these reports show how often individuals are being scheduled for which jobs, which days, which holidays and how often. They also show the amount of days off a care team member is personally scheduled for.

Tap on **Tally** then **Current Tally** and choose the job and date range to view the report for all care team members.
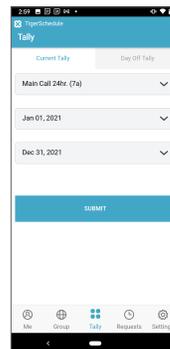
Choose **Day Off Tally** and then the date range to see how many days off you have scheduled and what types.
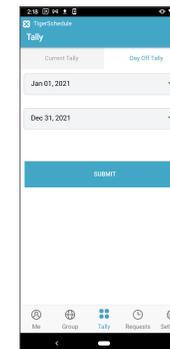
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Requesting a Day Off

Tap on **Requests** at the bottom of your screen.
To submit a Day Off choose your:

- Request day off type *(this may vary in name per your organization's naming conventions)*
- Date or date range
- *(optional)* Enter a comment for your request

Click submit and you will receive a notification that your request was successful and will notify your scheduling team.
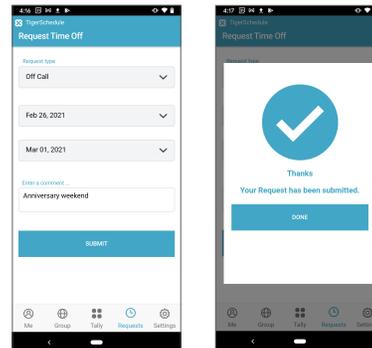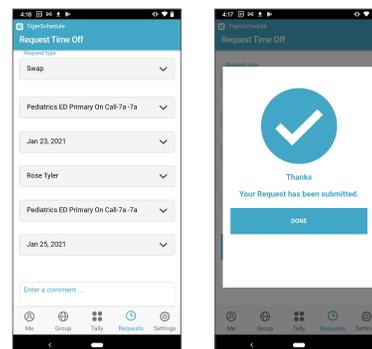
Swapping with Another Team Member

To submit a Swap request choose the:

- Swap under Request Type
- Job you wish to swap
- Date
- Person you are swapping with
- Job they are assigned
- *(optional)* Enter a comment for your request

Click submit and you will receive a notification that your request was successful and will notify your scheduling team.

Note for Schedulers

When logging in to the mobile app as a Scheduler, the Me or Group tabs will not appear. Additionally, the Requests tab will show pending requests from Providers. For more information, see the Scheduler version of this guide.

Navigating Multiple Organizations

Tap on **Settings** to view what organizations you are currently logged into with TigerConnect Physician Scheduling – Pro. You may be logged into multiple organizations as a Provider, Scheduler or both.

Tap on **Add Schedule** to log in another schedule as a Provider or Scheduler.

Tap on **Load Schedule** to make that the current schedule you are viewing.

Tap on the vertical ellipsis (⋮) next to login name to log out of that schedule.
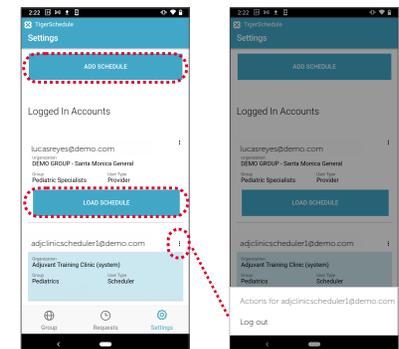
Switch Calendars

To view different schedules while in the Me or Groups tab, tap on the drop down menu arrow to switch between different schedule calendars.