

## **Unite Us Post Notification Settings**

Once you've logged into <a href="https://app.uniteus.io/">https://app.uniteus.io/</a> follow the steps below to update your settings.

- 1. Log in
- 2. Click on your name in the upper right corner
- 3. Click on User Settings
- 4. Then select Notification Settings
- 5. Start by turning off all notifications in the upper right corner

## Then turn on the following notifications (at minimum):

Note Added to Client Profile

You are assigned as a care coordinator

Note added to sent Referral/Case

Sent Referral is rejected

Case has note added

You are assigned as a primary worker

Remind me when a referral that I sent requires action