



Welcome to Audacia!

MAIN PORTAL – AUDACIAPASS.COM

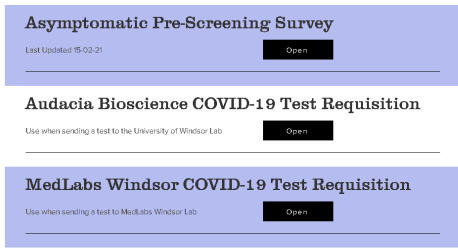
Here you can find any of the information you may need in your day-to-day activities:

Create a Username and Password.	A graphic showing the word "OSCIECE" in blue, followed by a blue bell icon, a green circle with a white 'J', and a blue checkmark icon.
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Once you've created the user, it's submitted for approval. Once approved, you are moved into the contractor role, giving you access to the "Forms and Resources" Page

<https://www.audaciapass.com/forms-and-resources>

Scrolling through this section, you will see that there is a pre-screening form, booking an appointment, and a portal to access results	A vertical sequence of three images illustrating a process. The first image shows a woman in a white lab coat and face mask looking at a laptop, with the text "02 PRE SCREENING FORM - COVID 19 TESTING" and a "OPEN" button. The second image shows a person in a white lab coat writing on a clipboard, with the text "03 BOOK AN APPOINTMENT" and a "BOOK NOW" button. The third image shows a person in a white lab coat holding a tablet, with the text "04 LOOKING FOR RESULTS?" and a "RESULTS" button.
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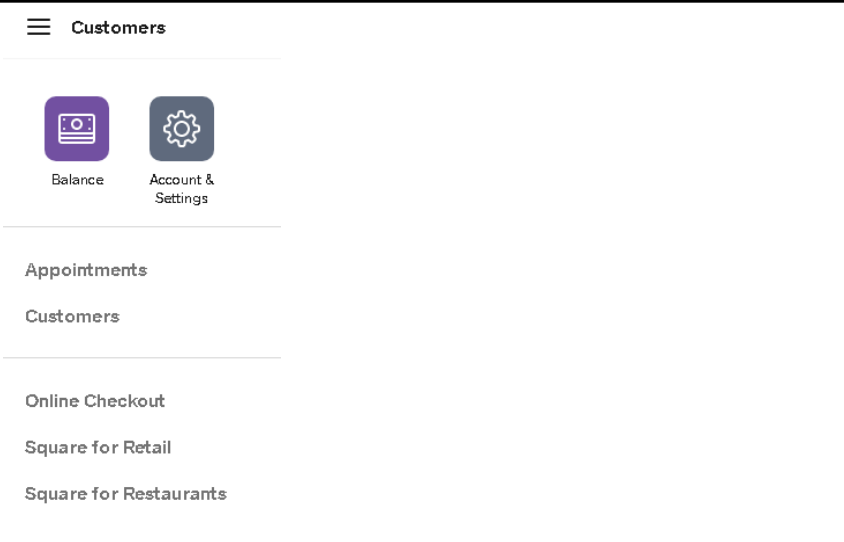
From there you can open the Health Care Contractor Section:	
And once in there you will see the various forms and resources you will use.	

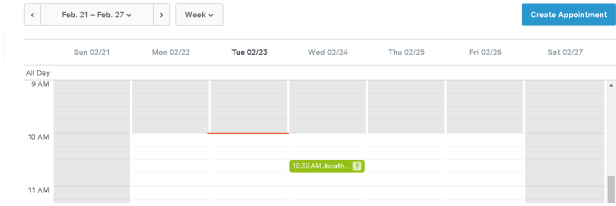
Please take a look through that information and see if there is anything you have questions about, or if there is anything you feel is missing and would like to see added.

BOOKINGS - SQUARE

We use square for our booking system. I have set you up as service providers, you should see an email coming through – log int

<https://squareup.com/dashboard/>

I have created a user for you under your emails, you should receive an invitation to join square as a service provider to Audacia Bioscience. When you create and log in, you will be in the “customers” menu option. Select the 3 lines to expand the menu and select appointments.	
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This gives you access to the overview, which will list current notifications and upcoming appointments.	Upcoming Appointments Time Zone: EST Notifications ⓘ TOMORROW 10:30 am – 10:45 am Jonathan Brooks Corporate PCR Testing Jonathan Brooks scheduled a new appointment with you on Wed, Feb 24 at 10:30 AM EST. 11 days ago
Selecting the Calendar will give you a visual representation of upcoming appointments, and hours of availability – you can also create your own appointments, if necessary.	

If you have any questions, comments or suggestions based on your experiences, please don't hesitate to reach out and let me know. This is a work in progress and can be changed without issues, based on what we see in the field and your reports – we want to make these tools work for you! Please call, email or text if you have anything you want added, removed, clarified or any other reason you may have, I look forward to hearing from you.

Jon Brooks

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