

SSA Client Task Created: ISP Review Notifications Brittco: How to sign up for notifications

When an ISP Review is scheduled by Provider Compliance, a *Client Task* will be added to the Brittco Calendar. This is simply a way to track which reviews have been scheduled, and when they have been completed, thus giving us an audit trail. You can be notified automatically through email when a review is scheduled for someone on your caseload. To sign up for the notification, follow the steps below.

Sign up for Brittco Notifications Trainer, Hannah 🔻 0 ? Then choose In Brittco, Trainer, Hannah 🔻 3 pull down Edit Settings. the Calendar Edit Settings dropdown in the upper Settings right corner next to your name. Choose Settings. Edit User Settings On the left, choose the Add Notification. Notifications tab. **Basic Information** Add Notification Common Phrases Notifications Preferences New Notification Task Category Choose Add ISP Review to Client Task the Task Category. **ISP** Review Notification Created -- All --From the Environmental Mody Eqpmt **HIPAA** Privacy Notification **Client Task Create ISP Review** Form Entry Assigned to Me dropdown. Madia Dala Via You will receive an email when an ISP Review is Check Email and Only My scheduled for someone on your caseload. Please note, 🗆 Message 🛛 Email Caseload, then there is no link to open the form, because the form has not been started at this point. This is only a notification Save. Who that a review is forthcoming. Only My Caseload O Supe Hello ○ All Clients A new task has been created Training, Sam: ISP Review. Due By: April 1, 2022 Thanks Brittco Software