

Connect to your profession like never before

with the ANMF (SA Branch) App



ANMF (SA Branch) Mobile App

INSTRUCTIONS

The user-friendly app – which is available on both Apple and Android devices – has a wide array of features which include:

- **Shift planner**/calendar (members only)
- **Industrial Enquiry** (members only)
- Easy access to **membership team** (members only)
- Educational **dosage calculator**
- ANMF (SA Branch) nursing and midwifery **news and events**
- Web links to our latest **cpd and educational courses**
- Ability to **add links** to websites
- **Feedback survey** to give you the opportunity to help us improve the app
- **Push notification system** - allows us to send you messages on the latest news/updates

HOW TO INSTALL

(To download - you will need to be on a mobile or tablet)

You can **click the image** to the right to download the version you require or

1. (Apple users) Click the **'App Store'** or (Android users) **'Play Store'** icon on your mobile device
2. Type **'ANMF SA App'** in the search menu
3. Once you see it, click **'Get'** then press **'install'**
4. The app is **FREE** to download.
5. When installed click **'Open'**
6. Select **'OK'** to receive **push notifications**





LOGGING IN TO THE APP

Members:

Now you have downloaded the ANMF (SA Branch) app, you will need to do the following:

1. Enter your ANMF (SA Branch) **member number** in the first box
2. Enter your ANMF (SA Branch) **member password** in the second box

Note: both of these are requirements to allow full access to the app

FORGOT PASSWORD

If you cannot remember your login details, please email membership@anmfsa.org.au or click [HERE](#) to update/change your password

Guests:

Now you have downloaded the ANMF (SA Branch) app, you will need to do the following:

1. Sign in as a guest if you are not a member of ANMF (SA Branch)
2. Complete all the required fields (see image on left)

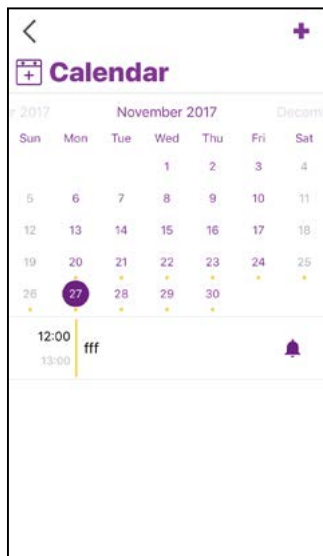
Note: Guests will **NOT** have access to the following areas of the app:

1. Industrial Enquiry
2. Membership Area
3. Shift Planner/Calendar





SHIFT CALENDAR



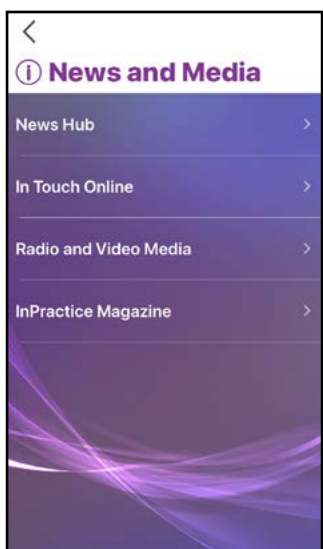
Operating the Shift Planner Calendar:

Members can access and update the Shift Calendar within the app. We have incorporated a system to make this as simple as possible.

Clicking the **'Shift Planner Calendar'** button will take you to the **'Shift Planner Calendar'** and you will be welcomed with the current month and day highlighted.

1. Press the **+** button to create a new shift
2. Add the **'name'** of the calendar event
3. Add **'start date and time'** and **'end date and time'** for shift
4. **'Type'** of shift (eg night shift)
5. if it is a **'repeat'** shift, select the **'repeat'** menu and select option
6. if you require a **'reminder'**, select the **'reminder'** menu and select option
7. When finished, press **'done'** and you will see the selected days show up in this calendar as well as in your normal calendar on your phone.

NEWS AND MEDIA



To view our news and media:

Just click on any of the links listed on the screen. You will be taken to our website pages for easy mobile access to the latest nursing and midwifery news and media.

Push notifications

A push notification system is incorporated into the app which will allow you to receive a message from ANMF (SA Branch) on urgent news or updates.





PLEASE NOTE:

The dosage calculator will be available from mid December 2017 on both apple and android. Keep an eye out for updates to the app.

DOSAGE CALCULATOR

Oral Medication

How many tablets?

I want

I have

in tablet(s)

IV/IM/SC Medication

How many mLs?

I want

I have

in mLs

Infusion Pump Rates

How many mLs per hour?

I want

to run over

using a standard 20 drops/mL giving set

Drip (Gravity Feed)

How many drops per min?

I want

to run over

using a standard 20 drops / mL giving set

Operating the Dosage Calculator:

There are four version of dosage calculators available and all operate in a similar way. Below are the oral medication instructions.

Oral Medication

1. Add what quantity **'you require'** and select either **'mcg', 'mg' or 'g'**
2. Add the dosage **'you have'** and select **'mcg', 'mg' or 'g'**
3. Add **the quantity** of tablets available **'in'** box (this is usually one)
4. Then select **'calculate'** to give you the required number of tablets

Note: This is for **educational purposes only** and should not be used in the clinical setting. The user assumes risk when using the dosage calculator.





INDUSTRIAL ENQUIRY

If you are a member and need the assistance of our Duty Officer, you can now contact them directly from your mobile phone.

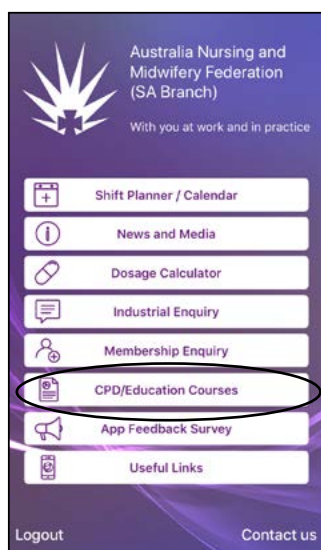
To use Industrial Enquiry:

1. Add your full **'name'** in the box
2. Add your **'member number'** (if you know it)
3. Select your **'industrial enquiry type'**
4. Add your **'industrial enquiry information'** message

Note:

This option is only available to members. If the enquiry is urgent, we would suggest you telephone **08 8334 1900** or select the **'Contact Us'** button at the bottom of the app.

CPD/EDUCATION COURSES



Australian Nursing and Midwifery Education Centre:

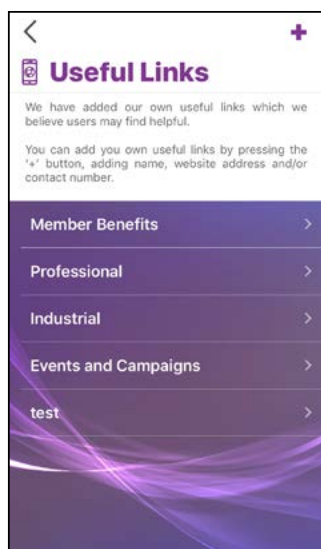
Just click the CPD/Education button to take you to the ANMF (SA Branch) website. You will be able to view the latest CPD courses available to both members and non members.

Once on the website, you can scroll to the bottom of the web page to access all the education menus available.





USEFUL LINKS

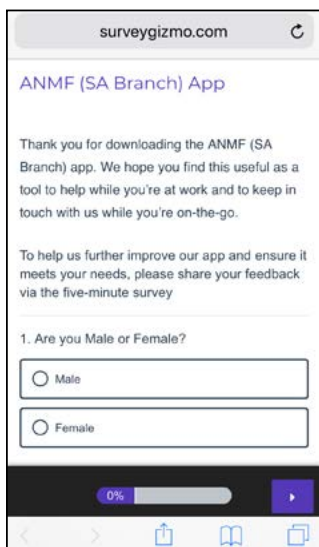


We have added some useful links to give you easy access to popular areas of our website.

You have the option to add any websites you wish to this area and they can be saved for access at any time.

1. Click on the **'+'** button to add a new website link
2. Add the **'name'** (organisation) for the website
3. Copy and paste or type in the website address you wish to save
4. Add a **'contact number'** in reference to the website you wish to save (type 00 if not required)
5. Press **'done'** when finished

FEEDBACK SURVEY



We would welcome you to complete the two minute survey as this will allow us to further improve and develop the app. The survey gives you the opportunity to offer feedback to ANMF (SA Branch) which we can then use to add new features and update the application to provide nurses and midwives with a complete mobile tool.

