

# Secure Chat for Rover EVS and Patient Transport

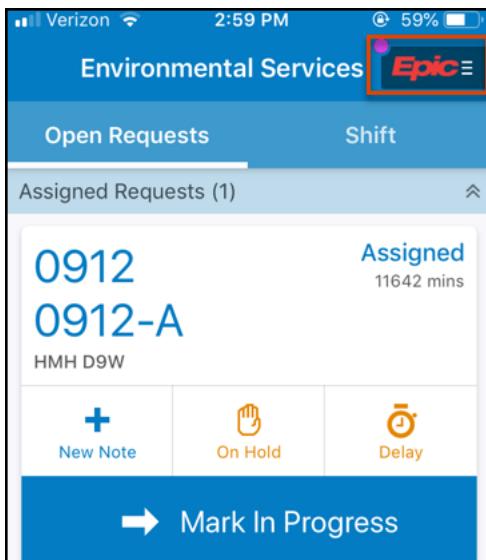


*Audience: EVS and Transport Staff*

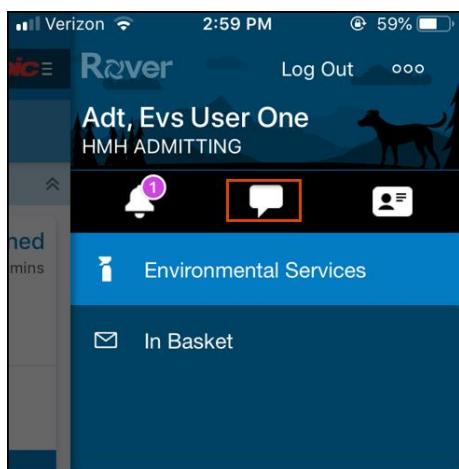
Communicate quickly and safely with colleagues by sending secure instant messages in Rover. Here's how to access **Secure Chat** to send and read messages in the Rover application.

## Using Secure Chat in Rover

1. On your device, click the **Epic** button in the upper right corner.



2. To open **Secure Chat**, click the chat bubble icon.



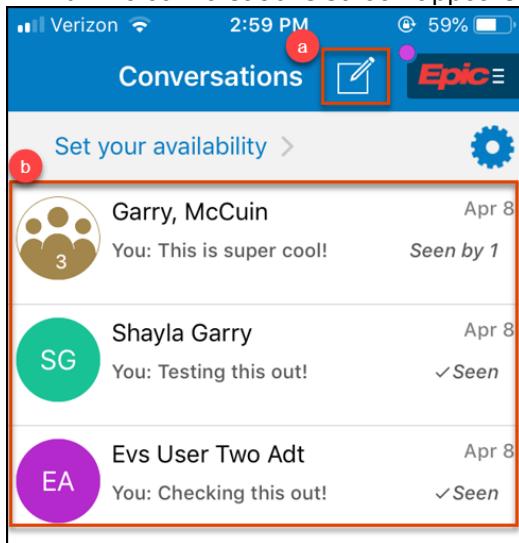
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### 3. To create a new conversation:

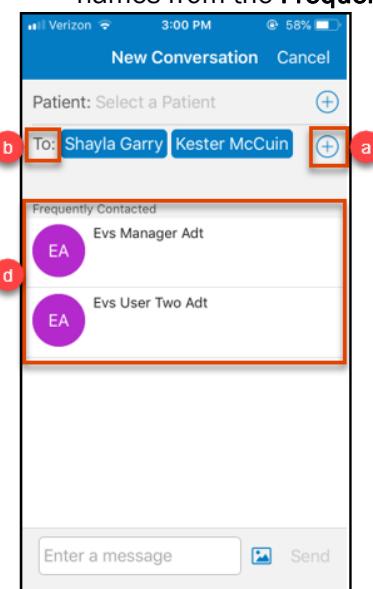
a. Click the **new conversation** icon.

b. The conversations screen appears. Messages that you send and receive will appear here.



### 4. Patient Transport, EVS staff and management names will appear in the search field.

- To search for someone, click the sign in the **To** field, and tap the name. When the employee's name appears, click the name to select it.
- The employee's name appears in the **To** field.
- If you need to add more than one person, repeat the steps above.
- Names of those you test frequently appear in **Frequently Contacted**. You also can select names from the **Frequently Contacted** list.

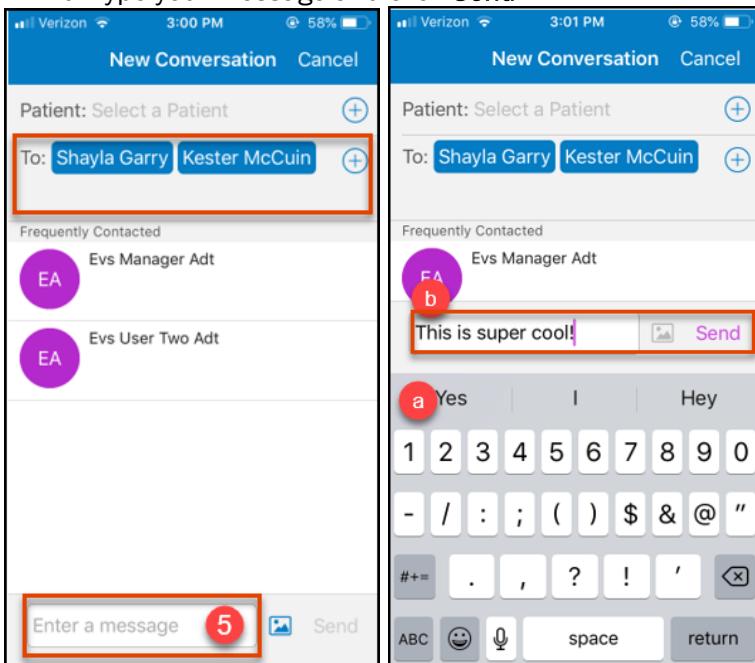


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5. After entering a recipient's name, click **Enter a message**.

- The keyboard will appear.
- Type your message and click **Send**.



6. The next screen appears, indicating the message was sent.

- To return to your conversations, click **<List** in the upper left corner.
- You can click on a **a** to name to read messages that have been sent and received.

