

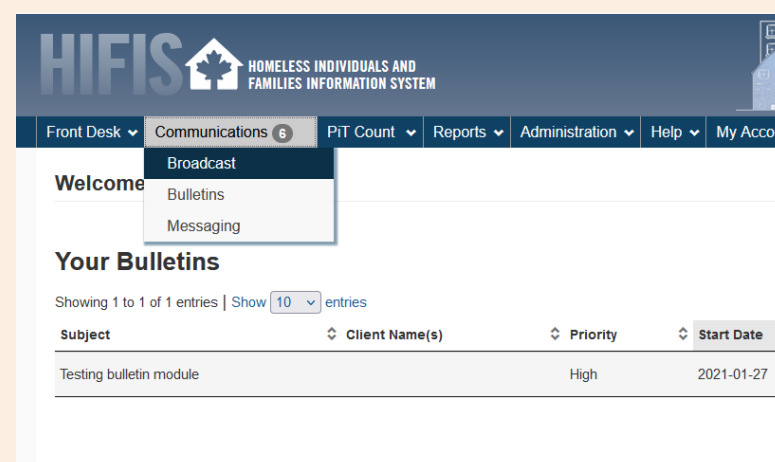
Sending a Broadcast in HIFIS

If an emergency arises, you can use HIFIS to send a broadcast to all users logged in at your provider. Broadcasts also show for anyone logging in within 2 hours of the broadcast going out.

1.) The Communications Tab

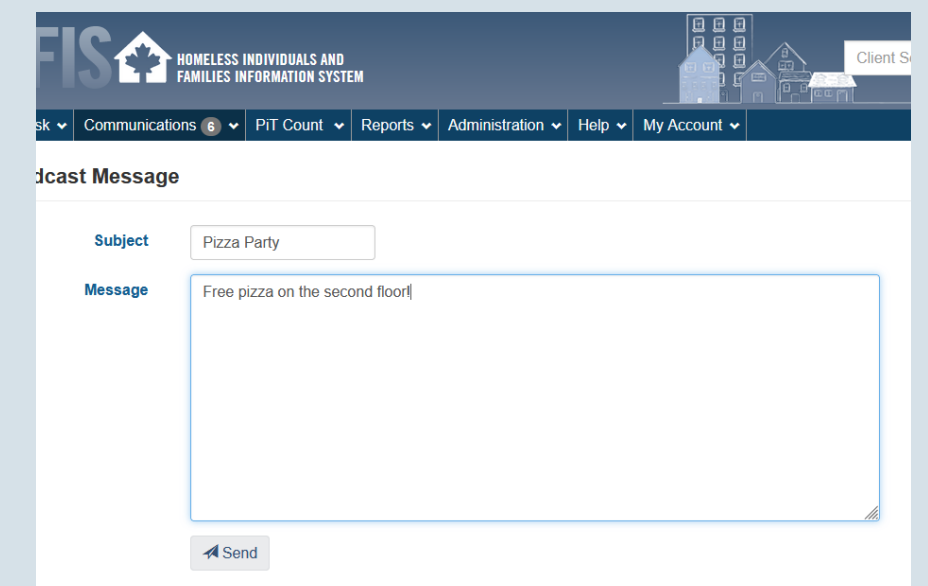
From the Home Page, Click the Communications, and then Broadcast.

Two simple clicks!



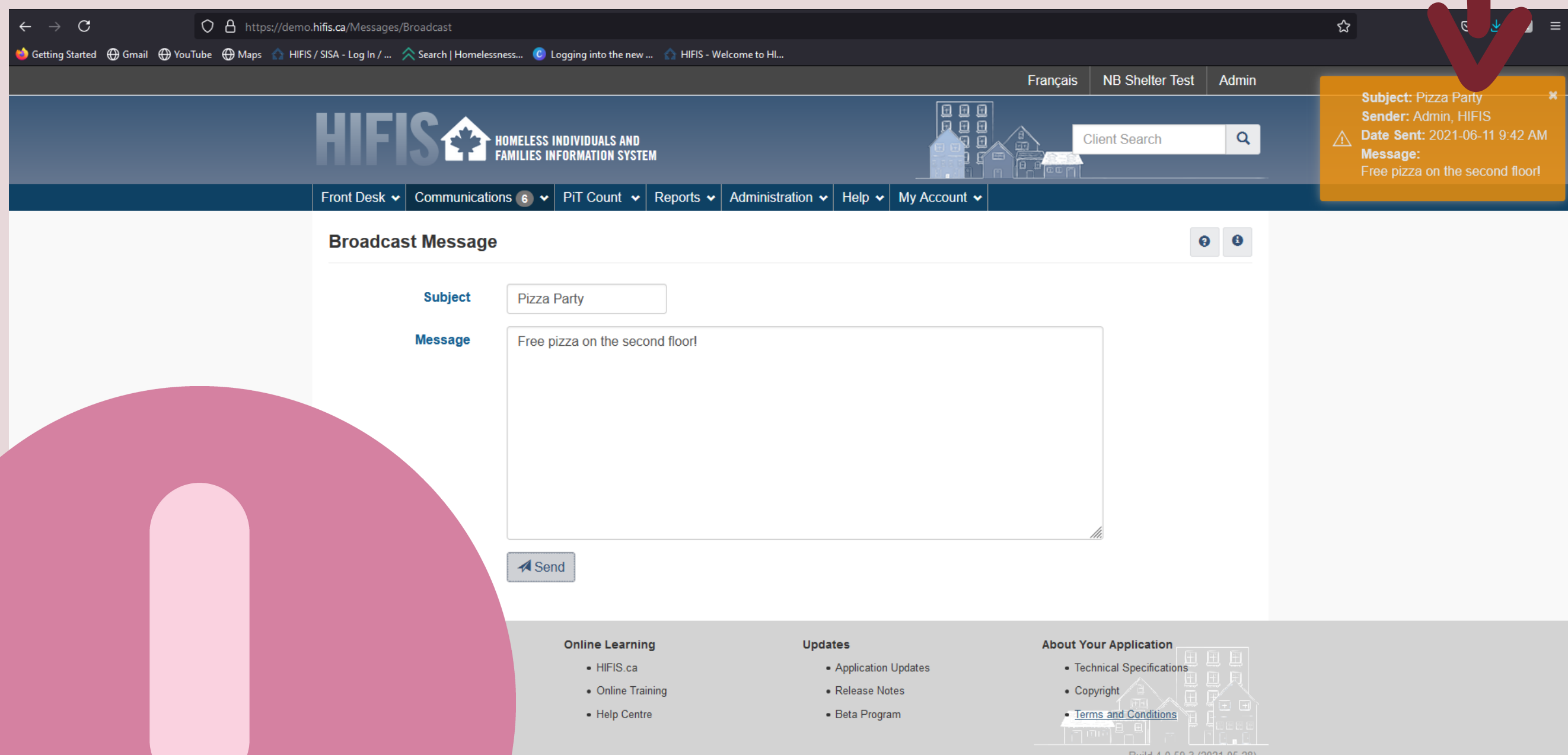
2.) Enter in Broadcast Details

Click send when you're finished!



Your Broadcast will appear to anyone who logs in!

You will be able to see your broadcast in the top right corner. It is highlighted orange and will appear for anyone who is logged in at the time of the broadcast, or within 2 hours of it being sent.



Questions or Concerns? Email the team at hifis@sjhdc.ca