



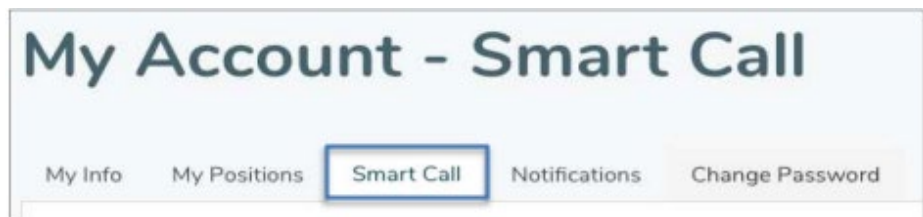
## How do I ensure that I am only contacted for shifts that match my availability?

Keeping your Andgo preferences up-to-date will prevent unnecessary messages and ensure that you receive the best shift offers based on your availability.

If you are unable to take shifts for a period of time, make sure to turn your availability off. As soon as you are available again you can turn it back on.

Please take a moment to review your Andgo preferences. It's simple, and you can make changes at any time:

1. Log into <https://andgo.phcnet.ca> with your network account login (eg. Infosys\JSmith).
2. From the My Account screen, click on the Smart Call tab.



### Questions or Need Help?

Email us at  
[andgo@providencehealth.bc.ca](mailto:andgo@providencehealth.bc.ca)

Employee Portal (MySchedule)  
<https://andgo.phcnet.ca/>

Don't know your login?  
Contact the Service Desk at  
[vchServiceDesk@phsa.ca](mailto:vchServiceDesk@phsa.ca) or call  
604-806-9333

If your phone number has changed, be sure to call or email the Staffing office as soon as possible. Phone number changes will appear in Andgo the next day.

- Contact your Portfolio Clerk (Monday to Friday during daytime business hours).
- Contact Short Call at 604-806-9664 after daytime business hours or on Saturday and Sunday.

