**GETTING STARTED WITH**

Web Portal Registration

**Q** What is the name of the Consumer Direct Care Network web portal?

Direct My Care

**Q** What does the web portal do?

DirectMyCare.com is your secure online website. It has payroll and management tools. Employers can use the web portal to approve submitted time and view reports.

**Web portal time approval reasons:**
- EOR was not available to sign the mobile app at the end of the shift.
- The shift was recorded using the CellTrak IVR.

Video tutorials on how EORs approve time can be found at [www.ConsumerDirectVA.com/training-materials](http://www.ConsumerDirectVA.com/training-materials).

**Q** Who needs to register?

Participants, Attendants, Designated Representatives, Employers of Record, and Service Facilitators

**Q** How do I register?

1. Open internet browser.
2. Go to DirectMyCare.com
3. Click on the Register button to open the registration page.
4. Enter your email address and click the Send Verification Code button.
5. Check your email for the verification code.
6. Enter the code into the verification box on the registration page.
7. Create a password.
8. Retype the same password.
9. Enter your first and last name into the boxes.
10. Select your role.
11. Choose VA for the state where service is provided.
12. Enter phone number.
13. Enter the last four digits of your Social Security Number.
14. Click the Create button to finish the registration process.

**Q** What if I need more help?


Email Consumer Direct Care Network Virginia at infocdva@consumerdirectcare.com

For additional information, please visit our training materials page at [www.ConsumerDirectVA.com/training-materials](http://www.ConsumerDirectVA.com/training-materials)
Web Portal Registration

We Specialize in Self-Directed Care
We provide a variety of options for those who self-direct their care and services.

Sign in or Register

If you are interested in: please click here

Web Portal Registration Cont.

Microsoft on behalf of B2C COMS AAD
Sat Oct 27 2018 18:16:08 GMT-0600 (Mountain Daylight Time)

Verify your email address

Thanks for verifying your justkeeps@inotor.com account!

Your code is: 857627

Sincerely,
B2C COMS AAD

This message was sent from an unmonitored email address. Please do not reply to this message.