Accessing Cleared4 using an iPhone

<u>Step 1:</u>

Check your email for two emails from <u>no-reply@cleared4work.com</u>. If you cannot find the emails, check your spam folder. If you still do not have the emails, contact the Technology HelpDesk @ <u>helpdesk@csi.cuny.edu</u>. Please include your name, contact information, and emplid in the email.

Step 2:

Click on the link in the first email to set up your Cleared4 account. Read and accept the disclaimer.

<u>Step 3:</u>

Complete your Personal Information.

Step 4:

Tap on "Show Access Pass" to view the pass.

<u> Tip1:</u>

To make it easier to access the link in the future, bookmark the link in your browser of choice.

Each day you plan to be on campus, open the link and tap on the "Show Access Pass" to view a date-stamped cleared4 pass. Show the pass displayed on your phone to Public Safety.

Note: The bookmark will appear as – <u>Health Verification – Cleared4</u>. You can rename the bookmark if it makes it easier to find.

<u>Tip 2:</u>

Save the link on your iPhone's home screen.

- 1. Locate the email on your iPhone.
- 2. Open the link in Safari.
- 3. Tap the Share icon (square image with an arrow pointing up) at the bottom of the screen.
- 4. Scroll down through the options and Tap "Add to Home Screen."
- 5. Tap Add in the upper right-hand corner. The Symptom checker icon will appear on your phone's home screen.
- 6. Tap the icon each day to show a date stamped cleared4 pass.