



How to install DCI Mobile App

What is DCI?

**DCI is an online platform to help manage
Employee Time and Service Budget**

- Better tools for both Clients & Employees
- Quick & easy time entry & payroll processing

**DCI will also help keep you compliant with the
21st Century Cures Act**

- Our EVV time entry options will keep you compliant with your program regulations



DCI Mobile App

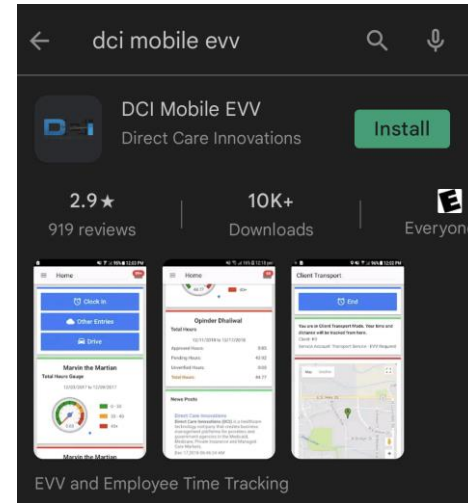
DCI Mobile EVV

- Click the icon for your phone



Or

- Open your phone's App store
- Search for DCI Mobile EVV
- Download DCI Mobile EVV app



Set Permissions

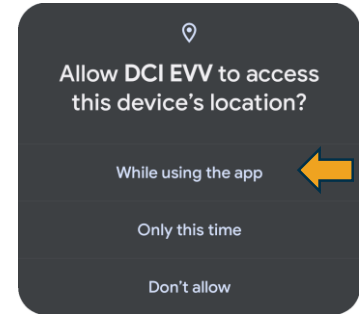
Once app is downloaded

- App will ask for permissions
- Set Photo/Media permission
 - Not Required
- Set Location permissions
 - Required - While using the app

Media



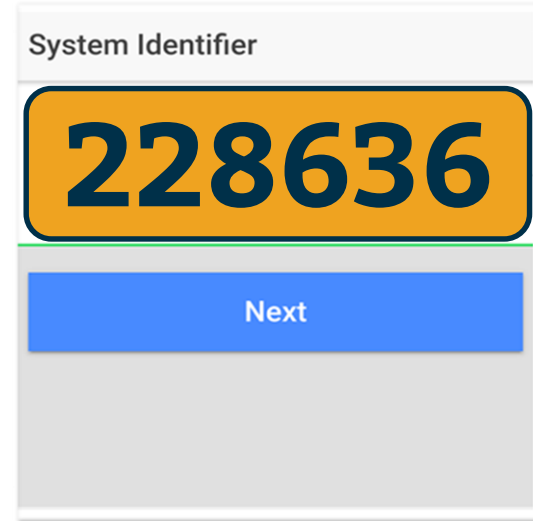
Location



System Identifier

Once permissions are set

- App will ask for a System Identifier to move forward
- Acumen's System ID - **228636**
 - Spells "Acumen" on a telephone keypad




The screenshot shows a mobile application interface. At the top, the text "System Identifier" is displayed in a light gray box. Below this, a large orange rounded rectangle contains the number "228636" in a bold, dark blue font. Underneath the orange box is a blue button with the word "Next" in white text. The bottom portion of the screen is a light gray area.

Log into the DCI Mobile App

- Enter Employee credentials
 - Use PIN instead of password for easy login
- Select Login to access Mobile App
- Select “Remember Me” on personal device
- Utilize Forgot Password link if necessary
 - Requires a valid email on file
- View the [Mobile App Guide](#) for your state

Login

Employee Username

Employee Password or PIN 

Remember me

Login

[Forgot Password?](#)

Where to go for help?

- Utilize our [DCI Training Materials](#) for more help
 - This will give you a full list of Training Materials for DCI
- Contact your Acumen Agent for more help
 - Contact Customer Service if you don't know your assigned agent



Phone: (877) 211-3738



acumenfiscalagent.com



Thank you!

Visit the **Acumen Help Center** to learn more at:
acumenfiscalagent.zendesk.com