

# Welcome to AddnAide

As a client enrolled in the Elderly Services Program (ESP), you have the option to find and hire your own in-home help through ESP's Consumer Directed Care (CDC) service. Council on Aging and its subsidiary, home52, created AddnAide, an online tool to connect you with potential aides.

Your ESP care manager has partially filled out your AddnAide profile with some of your personal information, your care plan and how many hours of care you are eligible to receive each month. **It's now up to you to finish your profile and find a match!**

Here's a quick overview of the steps you must take to activate your account.

**For detailed instructions, please refer to the AddnAide user guide.**

1. You will have an email message from [donotreply@addnaide.home52.org](mailto:donotreply@addnaide.home52.org) titled Set up your AddnAide Account. Check your junk or spam folder if you do not see it.
2. Accept your invitation.
3. Create a password for your account.
4. Read and accept the AddnAide End User License Agreement.
5. Complete and confirm the employer and client information.
6. Set up scheduling and communication preferences.
7. *Optional:* Share care instructions and a personal bio.
8. When finished, you will be immediately directed to your AddnAide dashboard. The dashboard is your one stop for everything related to your AddnAide account, including matching with an aide. You may access your AddnAide dashboard at any time by going to [addnaide.home52.org](http://addnaide.home52.org).
9. In the Care Team section of the dashboard, click "Find an aide now" in the orange box to review profiles of potential aides.
10. For messaging potential aides, extending a job offer and more, please refer to the AddnAide user guide.



## DO YOU NEED EXTRA HELP WITH ADDNAIDE EMAILS OR ACCOUNT SET UP? WE'VE GOT YOU COVERED!

- Contact AddnAide customer support at [support.addnaide@home52.org](mailto:support.addnaide@home52.org) or 1-855-460-7268.
- We can provide in-person support to help you get started in AddnAide.