

# Updating Notifications in TeamBridge

Last Modified on 09/08/2025 12:30 pm CDT



*Here at Procure + Labor Management we are committed to providing excellence in all things, including our training resources. We hope this article will be of assistance to you with your scheduling expertise. Please see article details below and reach out if you have any additional questions to [labor@procarehr.com](mailto:labor@procarehr.com).*

---

## **Article:** Updating Notifications in TeamBridge

### **Why Notifications Are Important**

Keeping notifications enabled in TeamBridge is essential for staying connected and avoiding scheduling issues. Notifications alert you in **real time** when:

- A new shift is posted and available for pickup.
- Your schedule changes or a shift is updated.
- A coworker requests coverage for a shift.
- A supervisor sends you an important message.

If notifications are turned off, you may:

- Miss opportunities to pick up extra hours.
- Be unaware of last-minute schedule changes.
- Fail to see coverage requests or approvals in time.
- Risk being late or missing a shift because you didn't see an update.

**\*\*Remember:** TeamBridge is the primary communication tool for scheduling and shift updates. Enabling notifications ensures you are always informed and can respond quickly when needed.

### **Process:**

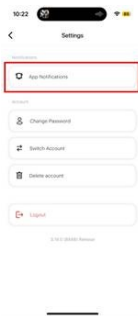
To update your notifications,

1. Navigate to your profile by selecting the person icon in the bottom right of your mobile app
2. Click on the settings gear button in the top right corner.

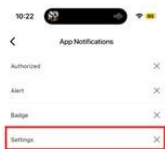


3. Click on “App Notifications”.

4.



5. Click on one of the setting options on that page. This will bring you into your native phone notification settings where you can



6. Choose how you want notifications to be delivered.

*For any additional questions, please contact the Labor Management team at [labor@procarehr.com](mailto:labor@procarehr.com) and we will be more than happy to assist!*