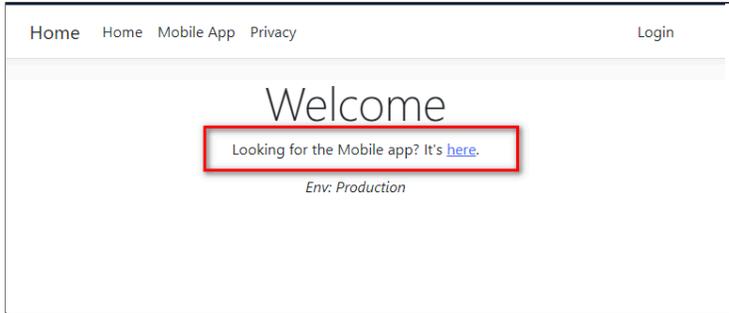


1: Logging in and Choosing your Organization and Program

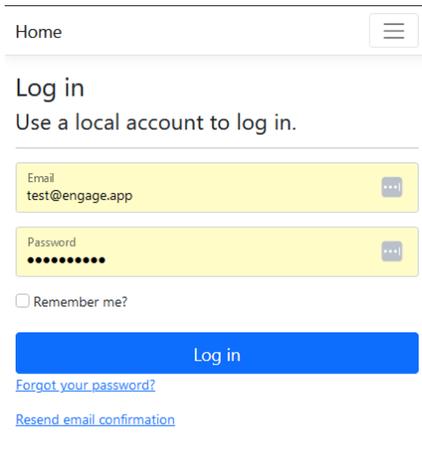
NOTE: If logging in for the first time, you must be online. Engage works Offline but for it's initial load you must be online either via a cellular network or a wifi connection.

1. Visit <https://kryze.nutmegit.com/Engage/> from your mobile device's web browser

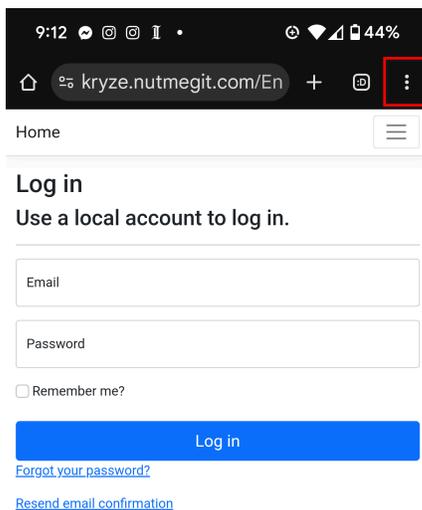
1. Click the "It's here" link or "Mobile App" from the top menu bar.



2. Once the login screen has loaded, login to the app.

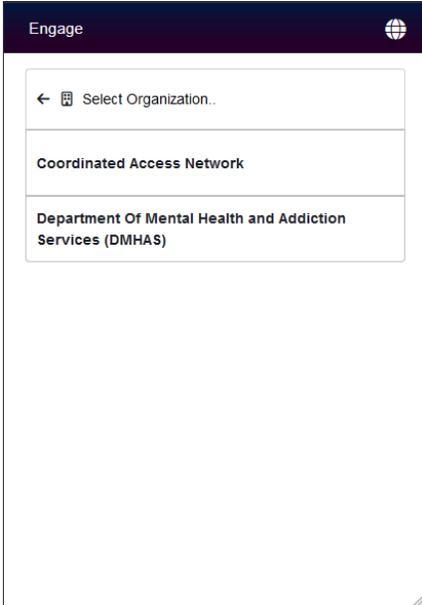


3. Login with your email and password. If you are unsure of your password, review the article [Resetting your password \(First Time Logging In\)](#)

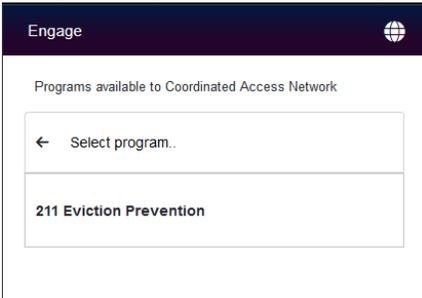


2. When logging into the Engage app, depending on your access level, you may be prompted to choose an Organization and Program before loading the current client screen.

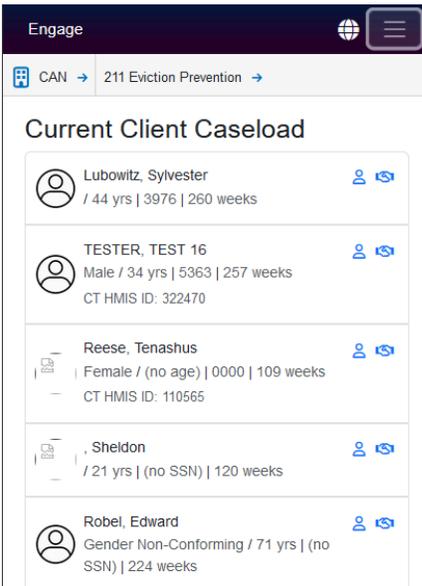
IMPORTANT: You will only see this step if you have been assigned more than one organization and more than one program, otherwise Engage will default to that Organization/Program combination and will automatically skip this step.



3. Clicking on the Organization will automatically move to the next step, program selection, choose the program you'll be doing data entry for.



4. The Current Caseload Screen will load.

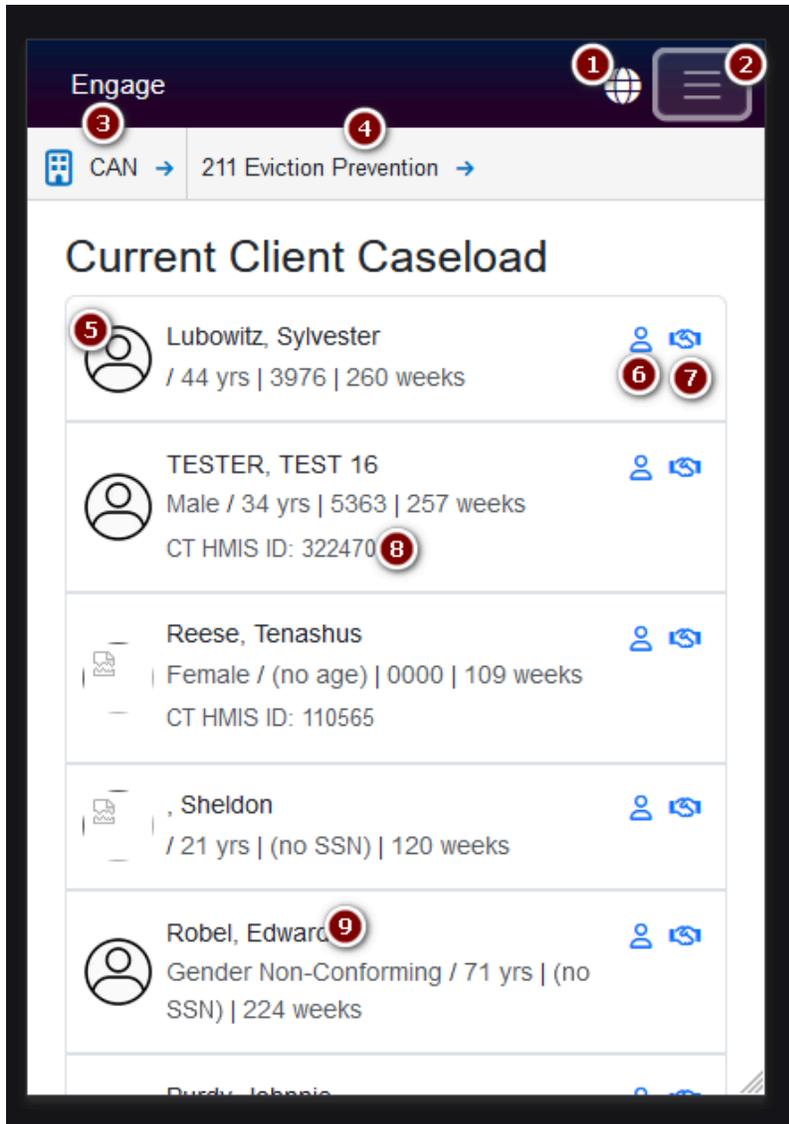


2: Current Client Caseload Overview

The "Current Client Chart" is designed to let you see a list of clients that meet the following criteria

- A client you've created in Engage
- A client you've loaded from the "Find Client" function
- If your account is linked to a case management system such as CaseWorthy, any clients you are listed as an active case manager for

The numbered features and icons are described below.



1. The globe



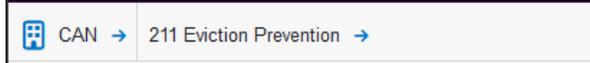
icon shows if Engage is working online or offline mode. When offline, some features may be limited, such as linking an Engage client record to a CaseWorthy client record.

2. The "hamburger" menu



is the app's main navigation. Expanding this menu displays the following options:

- **Home:** Brings you to the current home screen, currently the "Select Organization" Screen.
- **Sync Status:**
- **Current Caseload:** Show's the current caseload for this user
- **Find Client:** Client search functionality, works offline and online



-
- **Sign Agreement:** Method to sign a client release via touchscreen.
- **Select Organization:** Let's you switch between organizations and programs.

3. Show's your currently logged in Organization (left section)



4. Show's your currently logged in Program (right section)



5. Client Photo



: Optional client photos can be uploaded, this icon is a placeholder image when no client photo is available.

6. View Client



: Load's the client's basic demographics and engagement history.

7. Start Engagement



: Creates a new engagement

8. CTHMIS ID: ##### : Displays the client's HMIS ID if this record is linked to the CT HMIS Database

9. Client Name

How to link an Engage client to an HMIS client record

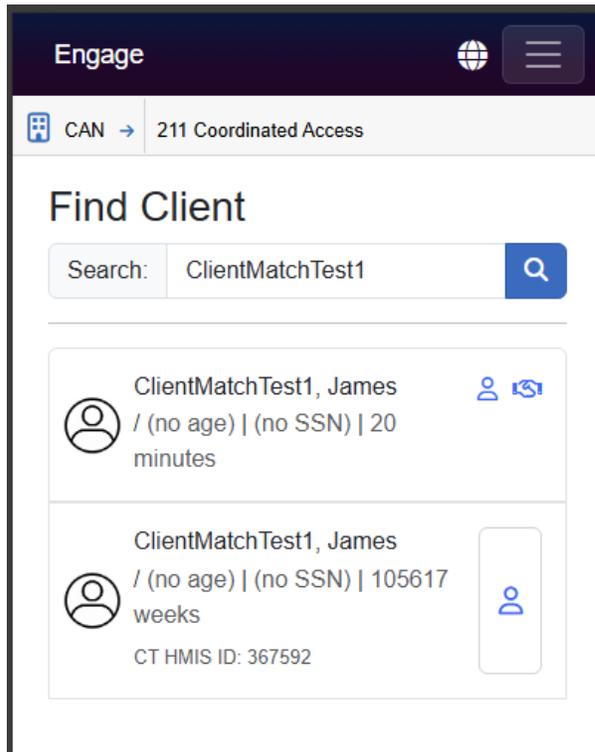
Overview

A times, you may find the same client appearing multiple times when finding a client, this can be for a few reasons.

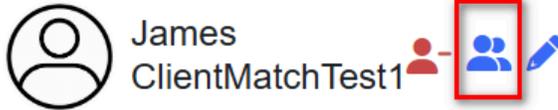
- 1) A client record was created in Engage while offline and unable to find a match with synced data sources such as the CT HMIS database.
- 2) When creating a client in Engage, a returned matching client might be missed when checking for existing records and a new Engage-based client record is mistakenly created.

Step by Step Guide

1. First, find the client record you wish to link, in the below example and click the person icon to load the record



2. Click the Client Match icon to link this client record to another



Gender:

Race:

SSN Last 4:

First Date of Engagement: 3/11/2025

Description: This should be matched with an existing CT HMIS client, ID 367592 in CW

[Contact Info](#)

[Pets / Service Animals](#)

[Assessment Info](#)

Current Living Situation:

Veteran: No

[Engagements](#)

[New Engagement](#) [Sign ROI Agreement](#)

Date: 3/11/2025 3:38:09 PM

Status: InProgress 

Location:

- Engage will automatically search for a client that appears to match this client, note that more than one client might appear in this search box. Select the client and choose "Link Client".

Engage

CAN → 211 Coordinated Access

James
ClientMatchTest1

Gender:
Race:

Link Client to Existing Record

This client appears to match existing clients in the HMIS database. Please select one of the following clients to link this record to:

ClientMatchTest1, James
/ (no age) | (no SSN) | 105617
weeks
CT HMIS ID: 367592

Close Link Client

Status: InProgress

Location: