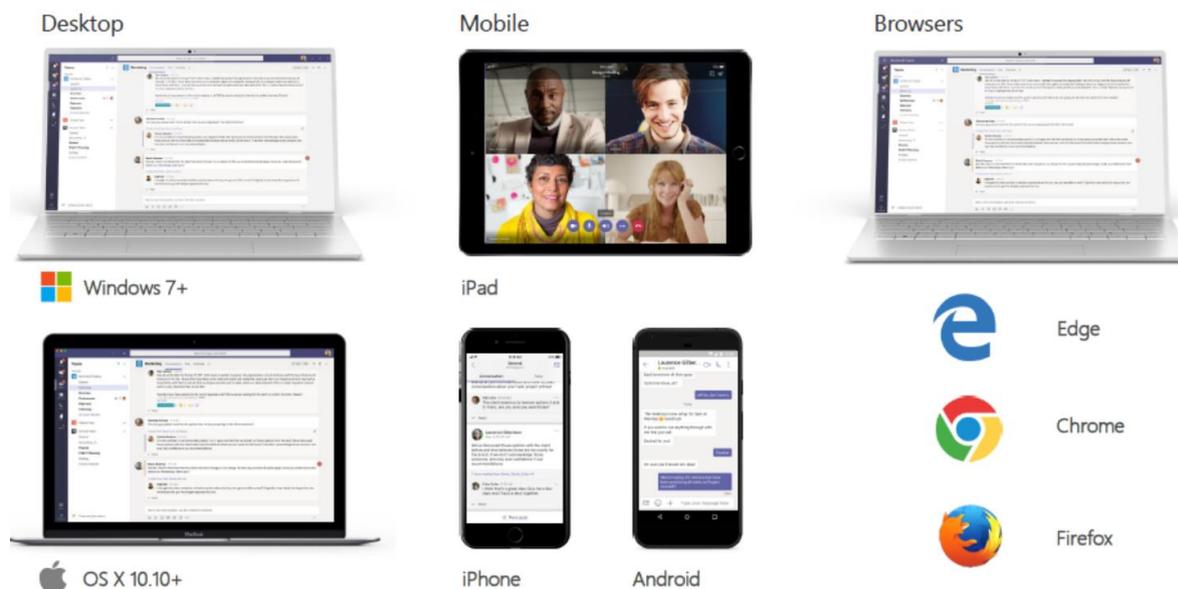


Guide to accessing Microsoft Teams

To support the delivery of services, St Patrick's Mental Health Services (SPMHS) may offer service users the option of attending appointments or groups using Microsoft Teams, or 'Teams'.

Teams is available on different devices.



Installing Teams

You can install the Teams app using this link: <https://teams.microsoft.com/downloads>

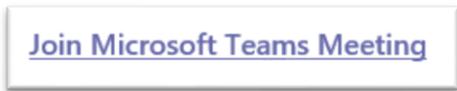
The app is supported by the Internet Explorer and Google Chrome browsers (the Safari browser is not supported), desktop clients, and mobile apps (Google Play/Apple App Store).

Following agreement with an SPMHS clinician to deliver consultations remotely, please ensure that you have downloaded the Teams app using the link above on the device you will use.

Join a Teams meeting

You will receive communication from a stpatsmail.com email address. The communication will contain a link to join a Teams meeting. You must have downloaded the app before attempting to join the meeting. To avoid any problems, you should join the meeting approximately five minutes before your scheduled appointment or group.

To join the meeting, click on 'Join Microsoft Teams Meeting' in the communication.



When the organiser joins the meeting, their initials will be visible on the screen. They may not be there when you first join. The organiser will introduce themselves when they arrive.