

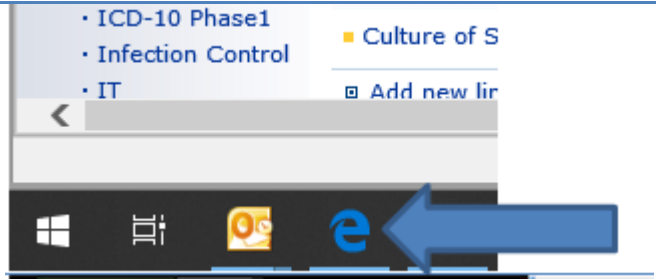
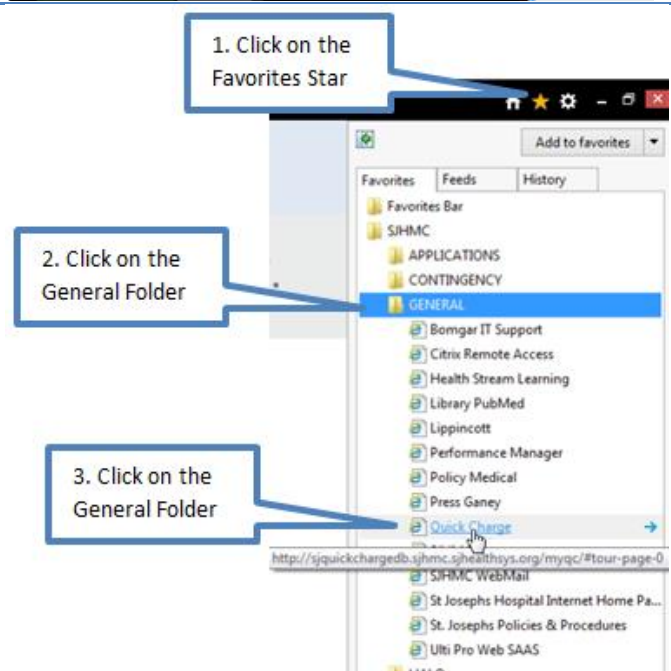

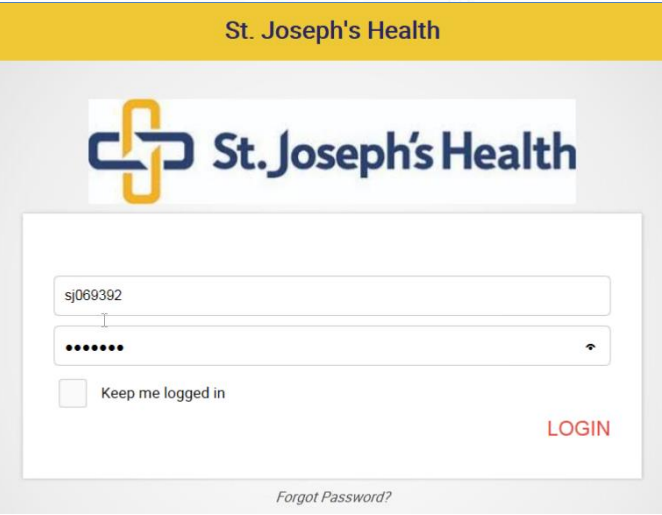


QuickCharge Sign up Procedure

QuickCharge will allow employees the option to pay for their purchases in the St. Joseph's University Medical Center cafeteria and St. Joseph's Wayne Medical Center cafeteria & Coffee Shop, using payroll deduction, which will be linked to their St. Joseph's Health identification badge. To participate in this program employees must register; below are the instructions.

Step	Screen Print
<p>1. The QuickCharge Program requires the new SJ ID Badge. Please program is not designed to work using the ID badges with the old Logo</p>	<p>Old Identification Baddge Logo X do not use</p>  <p>Please use the New Identification Badge with the New Logo</p> 
<p>2. Open Internet Explorer</p>	
<p>3. Employees will access the QuickCharge sign up page by clicking on the favorites link.</p> <p>http://sjquickchargedb.sjhmc.sjhealthsys.org/myqc</p>	 <p>1. Click on the Favorites Star</p> <p>2. Click on the General Folder</p> <p>3. Click on the General Folder</p>

QuickCharge Sign up Procedure

Step	Screen Print
<p>4. Click on Get Started</p>	
<p>5. Log in Your User id = employee SJ and Employee ID. For example SJNNNNNN – SJ012345 Your Password will be your User id. You will be required to change it</p>	

QuickCharge Sign up Procedure

Step Screen Print

6. When you have read the authorization form, Click the Accept Box and Click Submit

Employee Signup Form

Employee Deduction Authorization Form

I authorize Payroll to deduct the costs of Cafeteria purchases using the QuickCharge payroll deduction system.

I understand that my balance will be taken from my next payroll check following purchase.

I understand that if my ID badge is lost or stolen that it is my responsibility to contact the St Josephs Hospital Security Department immediately and log into the Quick Charge website to FREEZE my account. Failure to do so will result in additional charges being made with your ID card and will continue to be deducted from your paycheck.

Accept

CANCEL SUBMIT

Welcome Aboard!

Welcome Aboard! You are now ready to start using Quickcharge!

CONTINUE

7. Please remember your User ID and Password. You can Log in to the application to review your purchase history and receipts




ACCOUNT NUMBER: 69392

- Spending Profile
- Current Balance
- Purchase History ←
- Deduction History
- Funding History
- About Quickcharge

Powered by quickcharge®

QuickCharge Sign up Procedure

Step Screen Print

Purchase History		
6/21/2018 12:19 PM PATERSON		\$1.87
6/21/2018 12:14 PM PATERSON		\$-1.50
6/21/2018 12:13 PM PATERSON		\$1.50
<i>End of Purchases List</i>		

06/21/2018	12:19:06 PM
Cashier: Lisa DeCarlo	TID: 2
SALE: 46	
Coffee - Lg.	\$1.75
1 at \$1.75 each	
Merchandise Subtotal:	\$1.75
Taxable	\$0.12
	TOTAL: \$1.87
	quickcharge tendered: \$1.87
	Change due: \$0.00
	Number of Items Sold: 1
----- CUSTOMER COPY -----	