How to download Documents



Follow this guide to learn how to search for and download documents. Please note, you will only be able to view documents relevant to you, as assigned on your accounts settings.

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	ace Health Dashboard		
Report a New Starter	Refer an employee	Preplacement Statuses	
Has a new employee just started? Report them to us.	Refer them to us and we'll arrange to speak with them about their OH needs.	See how a preplacement is progressing.	
Case Statuses	Documents	A Restrictions	

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Report a New Starter	Refer an employee	Preplacement Statuses				
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Case Statuses	Documents	A Restrictions				
See how a case is progressing.	Download any documents you	See any restrictions your				

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Use the "Search" field to search for the name of the employee.

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Management Referral Report for Kieran Test 1 14- April-2025 15H- 43M-265	Kieran	Test 1	Cellan Phillips	14/04/2025	30/05/2025	30/05/2025	Test manager 1
On Employment Fitness Certificate for TEST PPQ PPQ 11-April-2025 14H-29M-07S	TEST PPQ	PPQ	Cellan Phillips	30/05/2025	30/05/2025		
On Employment Fitness Certificate for TEST PPQ PPQ 11-Apr-2025 11H- 18M-555	TEST PPQ	PPQ	Cellan Phillips	11/04/2025	11/04/2025		
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