CHI Health at Home
Application Instructions

To support you through each step of our process, we have outlined some tips to help make your application experience easy.

System Requirements
Our application system is best suited with the following browsers:
- Microsoft Internet Explorer 11
- Mozilla Firefox 52 & 53
- Google Chrome for Windows 43 & 58
- Google Chrome for Android 6 & 7
- Apple Safari for OS X 8 & 9
- Apple Safari for iOS 8.02, 9 & 10

If your current operating system is not using one of these browsers, please try applying on another computer which meets these qualifications.

Pop-Up Blocker – Be sure to turn off your pop-up blocker.

"Cleaning" Your computer - If you have the proper operating system and you experience problems loading the application page, we suggest you try one of the following:
- Clearing your browser's temporary files, or cache
- Complete a security check for computer viruses
- Look for a small gray icon representing a torn sheet of paper on the top tool bar just to the right of the field used to enter a URL. Click the gray, broken paper icon and it will turn blue. Make sure the icon stays blue after you move your mouse away. When the icon is blue, compatibility mode is turned on. A gray icon indicates compatibility mode is turned off.
- Go to the Tools menu (you may need to press [Alt] to see the Menu bar), select Compatibility View Settings, and click [Add] to view the specific page you are on in Compatibility View (or select Display all websites in Compatibility View).

Internet Connections - Internet connections will vary based on the provider and technology used for each smart device. Always verify the problem is not with your service provider and has available service and, if using a Wi-Fi connection, verify a user id and password is not required.

Step 1: Registration
Applicants must register before completing an application with CHI Health at Home. As part of this process, applicants will be asked to create a user name and password. During the registration process, it is important for you to add your current email address to your recruiting profile.

User Name and Password
If you are registering with CHI Health at Home for the first time, please maintain a record of your User Name and Password. This will help you easily access our system at your convenience.

If you forget your log-in credentials, you can recover your User Name and Password using a valid email address.

Step 2: Job Search
Once logged in, applicants can enter job title, city or keywords to search for certain positions.

Step 3: Application Process
Applicants can include a resume when completing an application. When uploading a resume, please attach only a Microsoft Word or Adobe PDF document.

Complete all portions of the online application, even if information is duplicated from your resume. We require your last five years of employment on the application. Applicants will be asked to complete an Application Questionnaire towards the end of the application. All questions must be answered to have a complete application. You application will time out after 60 minutes idle. The system will not auto-save at this time. In order to submit your application, you must click "Submit".

Please Note: In compliance with the ADA Amendments Act (ADAAA), VEVRAA, and Section 503, should you have a disability and would like to request an accommodation in order to apply for a currently open position, please call 800.875.2622 or email us at Recruiter1@chihealthathome.com.

Thank You!
Thank you for your interest in employment with our organization. We appreciate your time and look forward to reviewing your application. If you have any questions regarding the application process, please contact 513.576.0262 Monday through Friday 8:30 AM – 5:30 PM (EST).