

# SAFE WORK ASSURANCE PLATFORM




## SWAP | Asset Condition Rating

For certain types of work orders, technician users may be prompted to complete an asset capture form via the SWAP app.

Work orders which have an asset attached to them will have their asset details outlined in the SWAP application. They are visible via the Work Order Summary screen

### How it works:

- To review assets from the work details screen you would need to click on the little information  icon from the top right corner.
- Once selected, you will be presented with the Parent Asset details screen.
- Then click on the No. of Child Assets option from the bottom of the page. Child Asset screen should appear.
- Enter all child assets and rate each one of them according to their condition then hit submit.
- You can also opt to tick 'No Change Required' if a particular child asset doesn't require a review.
- Once done you should then be able to proceed and complete the job.

### Must Know:

#### Child Asset Filter

Technicians who are required to review assets for a work order are no longer required to go through every single Child Asset in order to complete a work order anymore. Child Assets are now grouped by room, with the ability to filter through the list of child assets by Level and/or Room.

#### "No Change Required" option

Additionally, a 'No Change Required' option has been added for each child asset to simplify the review process for work orders that have a large quantity of child asset. When a 'No Change Required' option is ticked the child asset will automatically be set as reviewed and technician will be able to go ahead and review all relevant assets.

### SYSTEM

Safe Work Assurance Platform (SWAP)

### COMPATABILITY REQUIREMENTS

- Registered in SWAP
- Approved, Qualified Technicians
- SWAP Application Downloaded

### KEY CONTACTS

Application Support Team:

1300 149 286 (1)

[AU.Application.Support@cushwake.com](mailto:AU.Application.Support@cushwake.com)

SWAP Support NZ:

0800 888 068

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### FURTHER INFORMATION

For user guides and training dates, please visit the [Vendor Engagement Portal](#)



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