

How to Logout

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Clicking the **Logout** link will sign you out of CareRight. It is best practice to log out every time you leave your computer or when you finish working in CareRight.

How to Log Out

1. Click your user name in the top right hand corner of the screen.
2. Click **Logout**.

Keep being logged out of CareRight?

If you keep being logged out of CareRight (without clicking the Logout link) then it may be that:

- Your system administrator has set an automatic logout period e.g. 30 minutes of inactivity results in an automatic logout; and,
- You may have multiple browser windows running CareRight open in the background.

In the example above, after 30 minutes of inactivity, a user is automatically logged out of CareRight. If a browser is open (even in the background in another tab) and logged into CareRight, the session will time out due to it being inactive.

Contact your systems administrator for more information on this.
