




Work with Family Accounts - Contacts

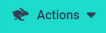
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The **Contacts** section in a Family Account shows profile cards for each contact. Use the Contacts section to:





-  See a caregiver's relationship to a child.
-  View contact information such as phone number, email, and address.
-  Send emails to the contact.

Access the **Family Account** from **Family Account** (left menu) > **Profiles** card > **View # Active Family Accounts**, or use the *Search* box at the top of any page in the system. The contacts in the family are listed at the bottom of the page.




Use the **Actions** menu  on the top right of the Family Account page to see more options for working with a family.

Expand/Collapse All

-  **Contacts Section**
 -  **Details Tab**
 -  **Accounts Tab**
 -  **Payment Methods Tab**
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To add a new Contact profile to a Family Account, use the **Actions** menu  on the Family Account page.
