

UKG Ready Login Instructions – Damascus Home Care

Step 1 – Locate Your Email Invitation

Check your inbox for an email from UKG Ready or noreply@... with the subject line 'Your new Damascus Home Care LLC payroll account!'. This contains your login link and temporary password.

Step 2 – Download the UKG Ready App

Download the UKG Ready app from the App Store or Google Play. Select 'North America' as the region.

Step 3 – First Login

1. Open the link in your email. 2. Enter your username and the temporary password provided. 3. You will be prompted to create a new password (see rules below).

Password Rules

- At least 8 characters long
- At least 1 uppercase letter
- At least 1 lowercase letter
- At least 1 number
- At least 1 special character (! @ # \$ % etc.)
- Cannot contain your name or username

Step 4 – Verification Code

A 6-digit code will be sent to your email or phone. Enter it quickly as it expires in minutes.

If You See 'Invalid Password'

1. Wait 10 minutes after setting your password. 2. Make sure you are using the correct company code: DAM3BP. 3. Type your password manually (no autofill). 4. Ensure Caps Lock is off. 5. Try logging in on a computer before using the app. 6. If still invalid, reset your password from the login screen.

Need Help?

Contact HR at [Your HR Email] or call [Your HR Phone Number].