



CCM Voicemail Greeting Script & Recording Instructions

Hi, you have reached nurse **(your name)** with Chronic Care Management.

I am currently away from my desk or on another line.

Please leave your name, number and a short message and I will get back to you as soon as possible

Have a great day! 😊

You can download an application called Smart Recorder on your cell phones and email it to us (please use a headset when recording if possible):

For Android:

https://play.google.com/store/apps/details?id=com.andrwq.recorder&hl=en_US&gl=US

For iPhones:

<https://apps.apple.com/us/app/smart-recorder-audio-record/id1527053255>

Once you record the greeting, save it and send it to my email:

jenny@ehiehr.com

