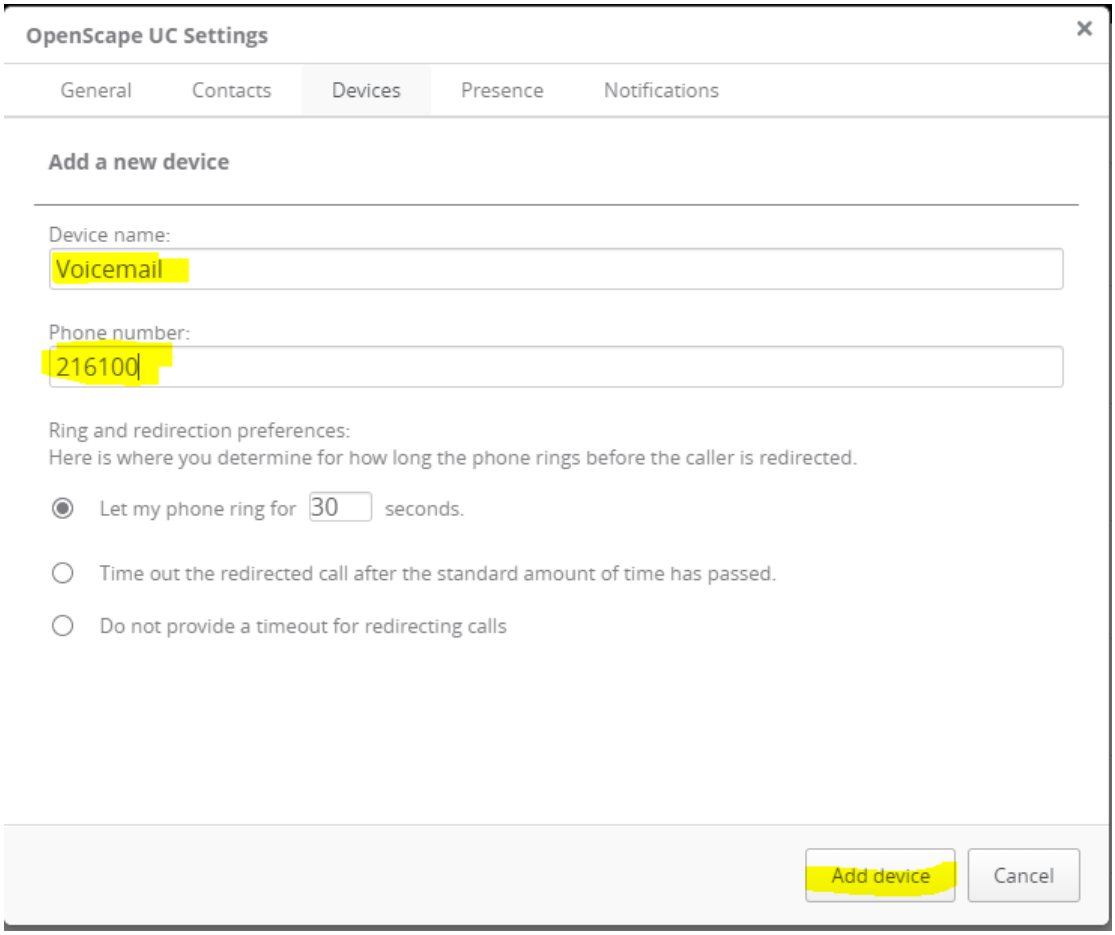
Unified Communications & EBS Service Desk - Estates and Facilities

Can I send incoming calls straight to voicemail?

Morena Turnbull - 2023-11-13 - Comments (0) - One Number Service - FAQ

Yes, you are able to set up a preferred device location which sends incoming calls straight to voicemail. All you need to do is go to device setting, add a new device and set up a preferred device with the the phone number of 216100 (voicemail).



We would recommend setting you preferred device to voicemail whenever you do not wish to be contacted whether that's because you're not working, on annual leave or just unable to take calls.

You're able to set a permanent or temporary personal greeting for your voicemail too. Instructions to do this will have been sent in the initial set up email you received. Any issues or queries regarding this just email us at cuh.ucservicedesk@nhs.net and we will be happy to assist you.