

# Patient Portal

Healthcare at your fingertips.



Schedule appointments



View medical information



Request prescription renewals



Message your doctor



Pay your bill



Submit forms

# Register a New Account

 I have read and agreed to the [Terms & Conditions](#).

Register

[Already have an account?](#)

Sign In

## SELF-REGISTRATION




From our patient portal login page, fill out the required information and click or tap the blue register button.

You should receive a notification email with a link to complete the setup.

## FORGOT YOUR PASSWORD?

Go to the patient portal login page.

1. Click Forgot Password.
2. Enter your email address.
3. Click Send New Password.
4. Click the link in your patient portal account notification email.

	 Email	 Text	 Voice
Appointment Reminders	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Online Statements	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
Patient Messaging	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
Patient Surveys	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
Other	<input type="checkbox"/>	<input type="checkbox"/>	

Save

## UPDATE MESSAGING PREFERENCES

You can update messaging preferences in the patient portal for yourself and any dependents tied to your account.

Go to **Profile > Messaging Preferences**.

If you are the responsible party for other patients in our practice, you can make changes for these dependents and for yourself. In addition to changing preferences, you can choose to have appointment reminder notifications sent to you or to your dependent.

## REQUEST APPOINTMENTS

To request an appointment, enter your information in the Request an Appointment page and send.

The page also displays previous and upcoming appointment information.

Check with us to enable self-service or online scheduling. You can schedule your appointments directly from our patient portal. Select the reason for your appointment, desired location and provider, as well as the date and time.



## REQUEST PRESCRIPTION REFILLS

You can request a refill for either a current or past prescription within the patient portal.

### Request an Appointment

#### Upcoming Appointments

Date	Time	Patient	Provider	Location
No upcoming appointments				

#### Previous Appointments

Date	Time	Patient	Provider	Location
04/27/2016	15:30	BAILEY,MARILOU MCCARTNEY	PACKER,DONALD	WINDHAM FAMILY HEALTHCARE
04/27/2016	11:45	BAILEY,PHILLIPS	PACKER,DONALD	WINDHAM FAMILY HEALTHCARE
04/27/2016	11:00	BAILEY,MARILOU MCCARTNEY	PACKER,DONALD	WINDHAM FAMILY HEALTHCARE

## ACCESS TELEHEALTH APPOINTMENTS

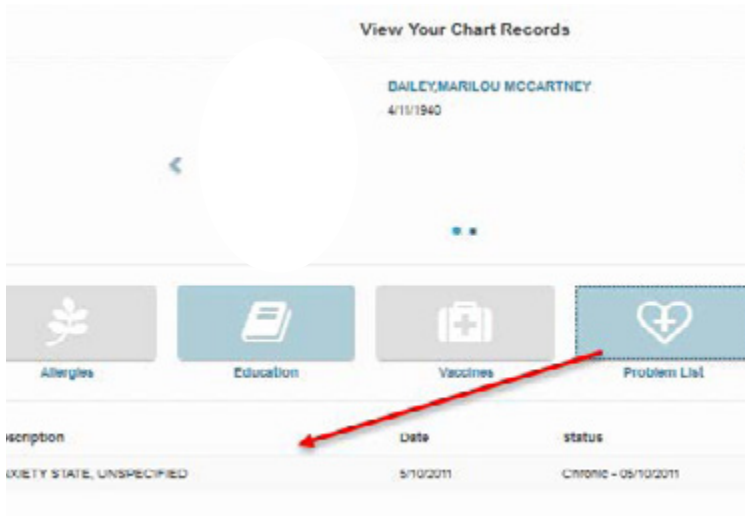
You can access your telehealth appointments from our patient portal.

To access your telehealth appointment, you must be logged in to your patient portal account.

1. Go to **Appointments > Upcoming**
2. Click **Start Telemedicine Call**

#### **IMPORTANT NOTE:**

*The Start Telemedicine Call button will be disabled after the time of the appointment has passed. If you are late connecting to your telehealth visit, you cannot use the patient portal to join the appointment, and instead you will need to access your appointment from the link in the telehealth appointment confirmation email.*



## VIEW RECORDS

To view your chart records that display in the patient portal, select a specific type of chart item to see health information specific to a certain visit.

## SUBMIT PATIENT FORMS

You can access, fill out and submit patient forms prior to your appointment.

1. **Log in to the patient portal.** A patient icon shows the number of forms to be completed.
2. **Click the Patient Forms icon** on the home page to display the Patient Name, Appointment Date, Form Names, and Start button.
3. **Click Start** to launch your online form.
4. **Complete the check-in form.** Select one of the actions depending on the type of form you are filling out.

### Check-in form actions

**Cancel**

Closes the form screen.

**Ask a Question**

Lets you privately message our practice.

**Save & Close**

Saves your work and closes the form screen.

**Finish & Submit**

Closes the form and sends your information to our office.

Pay Now ⓘ

- Total Balance: **\$217.18**
- Payment Plan Balance: **\$92.18**
- Monthly Payment Plan Amount: **\$23.05**
- Other Amount: \$0.00

Make Payment

## PAY MY BILL

You can check account balances, make online credit card payments, and also view additional statement and payment history information.

