We have established the APPatient Application to help effectively and securely manage your healthcare information from your mobile device. The content in this document will guide you through the secure application's most frequently required functions. Should you have other questions about using the APPatient, please contact our office at 706-922-3376.

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#### Access the APPatient App

#### **Activate Your Patient Portal Account**

An account must be activated through a web browser before you can use or access your data on the APPatient Application. Providing us with your email address will allow us to send you an email from the office that includes a link to activate your Patient Portal account.

- 1. Open the email from us with the subject, "Welcome to Your Evans Dermatology Patient Portal".
- 2. The email will include your Patient Portal *Username*, *Practice URL*, and the steps for logging into the portal. The Practice URL that you will use for our office is evansderm.ema.md.
- 3. Select, Activate Account.

Welcome to the OFFICE NAME Portal		
Dear John,		
Your credentials:		
Username: jdoe85 Practice URL: <u>officeurlprefix.ematraining.md</u>		
Please use the button below to activate the patient portal on a Google Chrome or Mozilla Firefox browser and set up your password.		
Activate Account		
Note: This link will expire after 72 hours. If the link has expired, or if this message has reached you in error, please contact your practice.		

4. You will be directed to the portal website, where you will be prompted to verify your identity by entering your *Date of Birth* and *Last Name*. Once entered, select **Verify Information**.

OFFICE NAME		
Password Reset		
Please verify your date of birth and last name.		
Date of Birth   mm/dd/yyyy		
		Verify Information
Go to Login		

5. You will be prompted to change your password. Once entered, select **Set Password**.

OFFICE NAME	
Change Password	
New Password	â
Confirm Password	
Set Password	

#### **Download APPatient Application**

After activating your Patient Portal account on a web browser, you can use our patient mobile app- APPatient. To log into APPatient, you will need your Practice URL, Username, and Password. The Practice URL that you will use for our office is evansderm.ema.md.

1. Open the received email through your smartphone and select the provided hyperlink. If you do not have access to your email on your smartphone, go to the *App Store* and search **APPatient**.



Our practice offers remote, clinical care through telemedicine services available in APPatient. To access telemedicine

services, you will need to activate your Patient Portal and download the APPatient mobile app.

2. This redirects you to the App Store to download the APPatient application. Select **Get** to download the application.



If the application has already been downloaded, the hyperlink will redirect

you to the application.

Note:

- In the application has already been downloaded, the hyperlink will redirect
- 3. You will receive a pop-up asking to Allow Push Notifications. It is highly recommended that you select **Allow** to receive push notifications for updates. If you don't allow, you will have to log into the app frequently to check for updates.



#### Log in to the APPatient App

After APPatient has been downloaded, you will be able to log in to the App as needed. Follow the steps below to log in.

1. First, enter the **Practice URL, Username,** and **Password.** Then, select **Login.** These are the same credentials utilized when accessing the patient portal on the web browser. The Practice URL that you will use for our office is evansderm.ema.md.

Welcome to APPatient STOP! Before you can log into APPatient, your Patient Portal account must be set up using a computer internet browser. Instructions are located in the Patient Portal welcome email from your healthcare provider.		
Lean more		
Practice URL		
Lusername		
Password		
Login		
Forgot Password? I Need Help?		

2. Upon the first login, you will be prompted to select if you are a resident of any EEA country.



3.Next, select **Agree** to the Terms and Conditions to proceed.

Terms and Conditions	
The terms relating to your use of this application of your providing information through it, and healthcar you receive are those agreed between you and yo healthcare provider. In addition, as the technology provider Modernizing Medicine has its own Terms Privacy Policy that you agree to by using this appl website, found at <u>Terms of Use</u> and <u>Privacy Policy</u>	r website, are services our platform of Use and ication or
Disagree	Agree

4. Welcome to APPatient! Tap Get Started to continue!



5. If applicable, you can enable Touch ID or Face ID capabilities.

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#### **Forgot Password**

Follow these instructions if you forgot your password and need to create a new one.

*Note:* These instructions will only work successfully if your Patient Portal account is already created, and the information entered is correct according to our records. If you have any trouble receiving your password reset link, please contact our office.

1. From the APPatient login screen, select Forgot Password.

Welcome to APPatient STOP! Before you can log into APPatient, your Patient Portal account must be set up using a computer internet browser. Instructions are located in the Patient Portal welcome email from your healthcare provider.		
Practice URL		
2 Username		
B Password		
Login		
Forgot Password? Need Help?		

2. Enter the requested information, then select Send Password Request Email.

Cancel Res	et Password
Please enter your user birth. For most patient address. If you do not associated with your u practice administrator, page matches informa emailed to the email a only be valid for 24 ho	name, last name and date of s, your username is your email have an email address Isername, please contact the If all of the information on this tion on file, then a link will be ddress on record. The link will urs.
Provider URL:	
Username:	
Last Name:	
Date of Birth:	
Cond Pac	oword Rooot Email

3. Open your email and look for the message with the subject *Password Reset from Your Electronic Health Record.* The email will include your *Username* and *Practice* information, as well as a link to reset your Password. Select the **link** to continue.

Password Reset from Your		
	r	
Account Team 1:27 PM	,	
Dear Jane,		
Username: janedoe Practice: <u>orthovideo.ematraining.md</u>		
A request was made to reset your account password with Orthopedics Test Clinic.		
Please click the link below, or copy and paste the link into your browser. Then, follow the instructions to complete the reset password process.		
https://mobileproxy-ga.m-2.md/ ema/ForgotPasswordMobile.action? presentToken&username=janedo e&token=C8CB24A7-7823-FF5D-8203- E8D1D98F8613&targetUrl= orthovideo.ematraining.md		
••••		
Note: This link will expire after 24 hours.		

4. You will be prompted to enter your **Last Name and Date of Birth** to verify your identity. After the information is entered, select **Verify.** 

Cancel F	Password Reset
Please verify your date of birth and last name to change your password.	
Last Nam	e:
Date of Birt	h:
	Verify

5. If the information is verified successfully, you will be prompted to enter your new password. Select **Set Password**.

Cancel <b>C</b>	hange Password
Please change your password below. Your password has either been reset or has expired, and there are no grace logins left, you must reset your password now.	
New Passwor	d
Confirm Passwor	d
	Set Password

#### **Prepare for Your Visit**

#### **Forms on APPatient**

Once you have activated your account, APPatient will notify you of any Pending Documents to Review. To complete the documents, you will need to be logged into your web portal on your computer.

1. When logged into APPatient, you will be navigated to the Home Screen. Below Recent Messages, select **Pending Documents to Review**.



2. The message will show you the documents that need to be reviewed and completed on your web portal.



3. Please refer to the Patient Portal Manual for more details on completing forms on the computer.

#### Add or Update Medical Information

In this section, you will learn how you can update your medical history and verify your patient information.

1. Once logged in to APPatient, select **My Health** and navigate through the sections to update and/or view your *Medications*, *Pharmacies*, *Tests* & *Results*, *Allergies*, *Patient Information*, and *History*.

My Health			
MEDICATIONS	PHARMACIES		
TESTS & RESULTS	ALLERGIES		
PATIENT INFORMATION			
HISTORY Past Medical	Messages My Health		

- Medications Add or edit your medications list.
- **Pharmacies** Add or edit pharmacies. See below for additional instructions.
- **Tests & Results** View any result that your medical provider has posted. See below for additional instructions.
- Allergies Add or edit your allergies.
- Patient Information- Update basic contact and demographics.
- History Add or update Past Medical History, Specialty-Specific History, Social History, and Family History.

#### **Add Your Preferred Pharmacy**

In this section, you will learn how to add your preferred pharmacy to your patient chart. Adding your pharmacy will assist our office with sending electronic prescriptions and medication refills.

1. From the *My Health* section of the portal, select **Pharmacies**.



2. Select Add a Pharmacy.



- 3. There are two options to enter your pharmacy information, Add In-Store Pickup, and Add Mail Order.
  - Add In-Store Pickup Allows you to search for registered pharmacies that can receive electronic prescription requests.

- Add Mail Order Allows you to search for registered pharmacies that can receive and mail electronic prescription requests.
- 4. Select In-Store Pickup.



5. In the search bar, type in your preferred Pharmacy Name. Then, select Search.



- *Note:* The search will filter pharmacies based on the address you have saved in your demographics.
  - 6. Locate the pharmacy in the list of results by verifying the name and address. Tap the pharmacy of your choice.



7. Select the Add Icon to add the pharmacy.



#### **View Your Tests & Results**

In this section, you will learn how to view the tests and results that your medical provider has posted.

1. From the *My Health* section, select **Tests & Results**.



2. Select Learn More to view the tests and/ or results that have been posted by your medical provider.

< My Hea	lth		
Tests	and Resu	lts	
August <sup>2</sup> Learn m	18, 2022 ore		
August 7	18, 2022		
Learn m	ore		
Home	T Appointments	<b>M</b> essages	<b>W</b> y Health

3. Review your tests and/ or results.

#### **Telehealth Video Visit**

After scheduling your video visit appointment with your healthcare provider, follow these steps to ensure your call is successful.

1. At the time of your appointment, you will receive an email reminding you that your video chat visit is ready.

Your Video Chat Visit is Ready 📧 Inbox 🛪			8	Ø
no-reply@modernizingmd.com to me ▼	1:40 PM (0 minutes ago)	☆	¢	:
Dear John,				
Your Video Visit session with your provider Jane Doe has begun. Log in to your APPatient(TM) on your iOS or Android device, or go to your Patient Portal in your Browser	to join your video now.			
Username: johndoe10				
Practice: derm.m2qa.com				
( Reply ( Forward				

2. You will also receive a text message to with a link to join the video visit. Select the link.



#### Note:

The video visit link is valid for 10 minutes from the time it is launched by

the provider. If you do not join within the 10-minute timeframe, the video will need to be launched again by the provider.

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3. Your Session is Ready. Enter in your Last Name and Date of Birth. Then, select Login.



- 4. Read the Terms of Service. When finished, select Agree.
- 5. Select Join Video Visit. When prompted, allow access to your camera and microphone.

Appointments
Video Upcoming Virtual Past
Your video visit is ready
By selecting Join Video Visit, you are agreeing to a video stream with your provider and also agree you have not been seen by the provider within 3 days.
Home Annoistments Messages My Health

6. Read the Telemedicine Consent. Then, select Agree.

7. When the video visit begins, you can interact with your provider.

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*Note:* During your call, you can switch between your front and back camera. You can also use your phone's flashlight. If you get disconnected, simply log back into the app and rejoin the call.

#### View Video, Upcoming, Virtual, and Past Visits

1. From the Home Screen, select Appointments.



2. Tap into the section you want to view.



#### **Access Your Medical Records**

and Share Your Medical Records APPatient allows you to access your medical records, including

completed visit documentation from your doctor or other qualified healthcare provider. The following instructions will guide you through how to locate these records within the App.

1. Once logged in to APPatient, select Appointments from the main navigation bar.



2. To view past visits, select Past.



3. Tap the visit you would like to view.

Appoir	ntments			T
Video	o Upco	ming	Past	
	11:00 AN	EDT		
AUG 2022	EMA Supp Mod Med Bo	oort TEST	MD	
17 AUG 2022	03:25 PN EMA Supp Mod Med Bo	I EDT ort TEST	MD	
9 AUG 2022	12:59 PM EMA Supp Mod Med Bo	1 EDT port TEST	MD	
Home	<b>D</b> Appointments	Messages	My I	Health

4. You can view your Appointment Details here. To open the visit

note, select View Visit Note.

<b>く</b> Back	Appointme	ent Details	
29 AUG 2022	11:39 AM EMA Suppo Mod Med Boo	EDT ort	
3600 F. 9 Boca Ra	AU Blvd aton, FL 3341	51111	Sixth WAY
<b>\$</b> (561) 7	77-8989		ana/ NW SIX
	View Vis	sit Note	
	Share My Med	dical Records	
Home	Appointments	Messages	Wy Health

5. Here, you can view your Visit Note. To return to the Appointment Details, select Cancel.

Cancel	Visit Mate	
Modennizins Medicine	2022	Doe, Jane
Than Thore - Program 2.0	AVEL .	Female 07/30/1990 EM4627586
Allergies Revened January 24, 2018. priss polles - Rash	Exam:	
Medications Revened January 24, 2018	Knee	
Modrol (Pak) 4 mg Onal - tablets.doos peck Mobic 15 mg Onal - tablet	Right Knee ROM: grossly intent	
Medical History Personal January 26, 2019. Astrone: 1005	Right Knoe: skin intact, no rashes or lesions. <u>Hispection</u> :	
Musculoskeletal	no warmth, no masses	
History Period January 26, 2018	Right Quadriceps: Strength: 5/5, normal muscle tone.	
Left and Fight	Right Hamstring: Strength: 5/5, normal muscle tone.	
Musculoskeletal	Right Knee: Stable	
Family History	Special: Right Knee: Normal	
Musculoskeletal		
None None	Data Reviewed:	
Interventional Pain	7 Ordening of each unique test (CBC panel - Blood by Automated count, Fungue stain, Bacteria Identified in Skin by Aerobe culture, (Aycobacterium sp identified in Order MRI - Knee (Knee - right MRI WO contrast (CPT: 73721)), Fungue Identified charantien (Identified in Word for Cleme which)	oantitied in Specimen by Fungus Wound by Organism specific culture, I in Skin by Culture, Microscopic
Musculoskeletal Surgery	conservation (number of the end of the end of the end of	
Surgical History Reviewed January D4, 2013. Tomiliectory: 2011	Impression/Plan: 1. Knee Arthritis Unilateral primary osteoarthritis, unspecified knee (J17.10)	
Family History Recenced concery 25, 2019. Mis family history of clinical finding (stratility)	Plan: Order MRI - Knee. Protocol: Right: Knee - right MRI WO contrast (CPT: 73721) Indication: Riee Arthritis - M17.10	
Social History Reviewed January 34, 2018	Provider: EMA.DO NOT USE Support Priority: normal	
Alone Singla Osestion Alcohd Schwaring: 22 days Shooling status - Mever smoker	Pinn: Order Testa. Late: 8410-2- CBC paral - Blood by Automated count 6202-1- Backers detected in Stat by Annihe Solare 6202-1- Backers detected in Stat by Annihe Solare 21003-4- Finges detected by Solar Solar Solar Month Solare 10037-4- Monospic downance [Inselfield in Wound by Gran statin 542-1- Mycobacterium spi detrified in Wound by Crganism specific cult.	ne
	Plan: Counseling: Keep DD. Mucroconservation: I advance to patient that most patients with degreener advices come measure of pain relef from increasing outputs of the most that physical theory, include of Lagorithm exhibition of the most that the particular theory of the patient about the nutural history of degreeners particular benchmarks and end and the patient about the nutural history of degreeners physical home constrained on the advance that the patient about the nutural history of degreeners physical home constrained on the advance that the patient about the nutural history of degreeners special home constrainers and ensembles. Have proposed need that change symptoms of activities may get works for some, conservative management in symptoms of activities may get works for some, conservative management in symptoms of activities may get works for some, conservative management in symptoms of activities may get works for some.	the joint disease of the knee can its, flostyle modification, exercise and reportance of maintaining an ideal we joint disease of the knee which is in the weather also affect the are is arthrifis. With time, the any not be not satisfactory. These
	EMA DO NOT USE Support, TEST MD (Primary Provider) (Bill Under) 1991 777488 Vine 1999 885-993 Fex	Mod Med Boca Pag 3000 FAU Bed Boca Rates, PL 33419-1111
		Doe, Jane
Visit Note - August 29	2022	Ferrale 07/30/1990 EMA627586
individuals should consid Contact Office if your kne	er surgical opfons. e pain worsene, or if the knee becomes warm or accompanied by a fever.	
Medication Counseling NSAIDS : I discussed wit ulcens or bleecing. Patie possible adverse effects	h the patient that NSAIDs should be taken with food. Prolonged use of NSAIDs can n n takkeed to alop taking NSAIDs if addominal pain occurs. The patient verbalized un n NSAIDs. All of the patient's questions and concerns were addressed.	suil in the development of stomach denstanding of the proper use and
Staff: EMA DO NOT USE Support, T	EST MD (Primary Provider) (Bill Under)	
Electronically Signed By: EMA	DO NOT USE Survey TESTIND 05/25/023-0241 AM FOT	

6.From Appointment Details, you have the options to view, share, or download your medical records. Select **Share My Medical Records.** 

🗸 Back	Appointme	ent Details
29 AUG 2022	11:39 AM EMA Supp Mod Med Boo	EDT ort
3600 F 💡 Boca R	AU Blvd aton, FL 3341	151111
<b>&amp;</b> (561) 7	77-8989	
	View Vis	sit Note
	Share My Mee	dical Records
<b>ff</b> Home	Appointments	Messages My Health

7.A pop-up will appear asking if you would like to view your CCDA or Share your CCDA. Select the option you need. To

escape, tap cancel.



#### **Communicate with Our Office**

#### Send a Message to Our Office

APPatient provides a self-contained method of communicating with our office using secure messaging protocols.

Note: If you are experiencing a medical emergency or need immediate assistance, please call 911.

1. Once logged in to APPatient, select **Messages** from the main navigation bar.



2. Select New Message.



3. Enter the recipient into the *To* field.

Cancel	New Message	
If this is an em physician's off	ergency, please contact 91 <sup>°</sup> ice directly	l or call your
To: Jan		
Doe, Jane M	1D	
is	and	has
q w e	rtyui	o p
as	d f g h j	k I
δZ	xcvbn	m
123	space @ .	return

*Tip:* If you start typing the first few letters of the recipient's name, it will narrow the list and allow you to find them more quickly and easily.

- 4. Enter the subject of the message into the Subject field.
- 5. Enter your message into the Message field.

6. When you are ready to send your message, select Send.



#### **Read and Reply to Messages**

Our office may send messages to you through the App. These messages could include documents; such as test results, or just a general message regarding your care. Follow these steps to view and/or reply to a message.

1. Log in to the APPatient and select Messages from the main navigation bar.

Home			
	€ †⊘ ×		
REQUEST VISIT	REQUEST REFILL		
	TMENTS		
No Upcoming Appointments. appointment with your provide	No Upcoming Appointments. Tap here to make an appointment with your provider.		
RECENT MESSAGES			
C Pending Documents to Review EMA Support, TEST MD			
C Pending Documents to Review EMA Support, TEST MD			
<b>hi</b> Jane Doe, MD			
Home Appointments	Messages My Health		

2. Tap on the message you want to open.

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3. To reply to a message, select Reply or Reply All.



4. Enter your response into the Message field, then select Send.



#### **Request Visit and Request Refill**

APPatient provides a self-contained method of communicating with our office using secure messaging protocols.

1. From the Home Screen, select **REQUEST VISIT**.



2. To request a visit, select a **visit type**.



3. Complete steps 1-4. When finished, select **SEND**.



4. To request a refill, select **REUEST REFILL**.



5. Complete the steps. When finished, tap **SEND**.

Cancel	Refill Request	
Select the p	STEP 1 OF 2 prescription(s) you would	d like to refill.
	• •	NEXT
PREVIOUS		SEND

# This section may not be available to all locations.

#### **Complete Mobile Check-In**

#### **Start Mobile Check-In**

In this section, you will learn how to initiate the check-in process through APPatient.

1. You will receive an email and a text message with a link that will navigate you to APPatient on your mobile device. Select the **link** to start your mobile check-in.



*Note:* If you do not have the APPatient app downloaded, the link will direct you to the Apple Store or Google Play. If the APPatient app is already downloaded, the link will direct you to the login page.

2. Enter your Last Name and Date of Birth, then select Login.



3. A pop-up will open asking if you would like to check in for your upcoming appointment. Select **Begin Check-In** to initiate the process.



*Note:* If you select **Not now**, you can initiate the process later by tapping **Online Check-in for Appointment** from the Home Screen.

#### **Verify Information**

In this section, you will learn how to verify your demographic and insurance information.

1. Verify your demographic information. If the information is correct, select **Yes**. If you need to make changes, select **No**, edit your information, and then select **Save**. To continue to the next step, select **Next**.

Cance Befo verif	re we get s y your info	started, rmatior	, let's n	ĺ	<sub>Cancel</sub> Please upo informatio	date y n	our	
First N Jane	lame	Last Nam Doe	le		First Name		Last Na Doe	ime
Date 0	of Birth )/1990				Date of Birth			Ê
Addre 1234	ss Line 1 Main St				Address Line 1			
Addre	ss Line 2				Address Line 2			
City	State ewhere Floric	la	Zip Code 33333		City Somewhere	State Florida	×	Zip Code 33333
Is the	information corr	ect?	Yes No		Country	Sav	e	
CAN	EL •	• •	NEXT		CANCEL	• • •	• •	NEX



 Next, you will verify your insurance information. If the information if correct, select Yes. If the information is incorrect, select NO. After completing the check-in, please notify our practice to update your insurance information. To continue, tap Next!

Cancel				
Now let's ver information	rify your insurance			
Aetna Better H	Health of Florida			
Policy 111122222	Group None Specified			
Policy Holder None Specified	Policy Holder Contact None Specified			
Is this insurance information corre	ct? Yes No			
ВАСК	••••			

3. On the consent screen, you can sign the waivers that have been designated by our practice. Select **Sign** next to the corresponding waiver that you want to sign.

	Cancel Please sign the following consents	
	HIPAA Status: Not signed	Sign
Evans De	BACK ••••	NEXT

4. Review the waiver. Then, select Sign.

			Doe.	Joh
Patient Waiver Form			PMS ID: Sec DDR Phone:	
		1150870	xrossossez Male 07/30/1990 (555) 555-1234 w	Macacaso
05/25/2023				
PATIENT INFORMATION		FREEMAN		
Doe	O7/30/1990	John Male	MM000000022	
1234 Main St		Turner		
ETHEF ADDREE CONTO.		65/7	ar cost	
Somewhere Inserves	CER. PROME REGEREES 1934	n.	23333 Gen. Fridause	
HIPAA Please sign the HIPAA. Sign Patient / Agent / Guardian Signature				08/25/202
HIPAA Pease sign the HIPAA. Sign Patient / Agent / Guardian Signature				05/25/203
HIPAA Peses kijn the HPAA. Bijn Patent / Agent / Quantum Stipsture				09/25/201
HIPAA Pasas ayi ha 189A. Sign Pasart / Agent / Quantian Eigenane				00.23/202

5. Use your finger or a stylus to sign the form. When you are finished signing, select **Done Signing**.



6. A confirmation of the signed waiver will display. To continue, tap Next!



7. Now, you can confirm your preferred pharmacy. If you need to add a pharmacy, select **Add New Pharmacy**. When finished, tap **Next**.



*Note:* Selecting *In-Store Pickup* prompts the APPatient app to display a map based on the patient's home address. The patient can manipulate the map to search all pharmacies in their area. Selecting *Mail Order* allows patients to search by name to pick from a list of Surescripts pharmacies.

#### **Make Copay Payment**

In this section, you will learn how to make a payment for your copay through the APPatient app.

1. To make a copay payment towards your visit, select **Pay with a Credit Card**.

Cancel Please make a payment for your visit	
Today's Copay Amount	
\$50.00	
Pay with a Credit Card	
You can always pay later by contacting the practice	<sup>e</sup> 2.Input yo
BACK •••• PAY LATER	2
Cancer Payment mormation	
Card number 4111 1111 1111 1111	
Expiry date CVC / CVV   03 / 30 ✓ 111	~
Name on card J Doe	
Pay \$50.00	

nput your credit card information in the required fields. Tap Pay.

3. You will be directed to a confirmation screen. To continue, tap Next.

	Cancel Please make a payment for your visit
	Thank you for your payment
Evans L	BACK NEXT



#### **Update Medical Information**

In this section, you will learn how to update your medical information.

1. Select Review Medical Information.



2. To update your medical information, tap **Update** in each section. When finished, select **Save Progress**.



#### Chief Complaint section, you will learn how to enter your chief complaint.

1. What brings you in for your appointment? To provide details on your upcoming appointment, select **Continue**.

2. Search for or select the main reason for your visit. Then, select NEXT.





3. If you want to provide more information, answer the additional questions in the boxes. To move on, tap **SKIP**.



4. If necessary, you can share additional comments at the end. Please use complete sentences. When finished, select **SAVE.** 



5. Thank you for checking in! Select **OK**.



#### Notify of Arrival

In this section, you will learn how to notify our practice that you have arrived through the APPatient app.

1. From the Home Screen, select Notify when arrived.



2. When you are ready, select **I'm Here**! If you select **Not there yet**, APPatient will redirect you to the Home Screen.



3. A confirmation screen will display. Select **OK**.



4. You will receive a text message from our practice notifying you when we are ready to see you.