# INSTANT ACCESS TO YOUR PATIENT RECORDS ONLINE

Our practice is now online. Access all of your records or message our office anytime, day or night. Follow these easy steps to get started!

### Your account

Contact our office to obtain your login information, including your username, password and the URL to the patient portal.

After you login, you will be taken to a **Patient Info** screen where you can view and edit all of your contact information and medical history. Please change your password the first time you login, to ensure your information is protected.

View and edit your account information from the Patient Info tab.



## View messages

Messages are available in the Contact Us tab. You will have several options.

- Print a Message Print your messages.
- Forward a Message Send a message to another doctor outside of the practice.
- Reply Reply to your physician's message.



## Send messages

Messages to your Eye Doctor are encrypted to ensure the protection of your Health records.



#### View your medical record

Access your medical records from the **Visit Info** tab. You will have several options.

- View and update your health history View your medical record, test results and patient education materials on a secure web page. Use the Patient Info tab to:
  - View: your address, phone number, and insurance information
  - Update: Manage your allergy, family history, social history, medical history, and ocular history information.
- Download text and data Download and print your personal health record.
- Transmit Send your medical record to another doctor using a highly secure Direct email technology.