



## Guide to Patient Portal

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Using the Patient Portal, patients can view their records, enter medical information, and send messages to their provider.

### *Logging On*

1. Type the URL below into a Google Chrome (preferred) OR Mozilla Firefox browser window. **DO NOT** type *www* or *https* in front of the URL. You may also **follow the Patient Portal link** on our website: [www.GeorgiaSkinCenter.com](http://www.GeorgiaSkinCenter.com).

**Note:** If you do not currently have Google Chrome or Mozilla Firefox on your computer, you can download either for free. We do not recommend using any other browsers.

*[skincenterga.ema.md](http://skincenterga.ema.md)*

2. Log in with the username and password listed below. If an e-mail address is provided to the practice, instructions are e-mailed within 24 hours of the initial visit.

**Username:**

**Password:**

### *Utilizing the Patient Portal*

Using the assigned username and password, log into the portal

### *Patient Info*

1. Contact Info: Patients can view all of their contact information, but cannot make any changes.
2. Insurance and Pharmacy: Patients can view their Insurance information but cannot make any changes. Patients can however, add or change their preferred pharmacy.
  - To add a pharmacy, select *Pharmacy Search*. Enter as much criteria as possible and click Search. Click the blue link to add the pharmacy.



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**PHARMACIES**

**FILTER**

Name  City

Phone  State **Select One** ▾

Fax  Zip Code

Refill enabled  Yes  No  Any

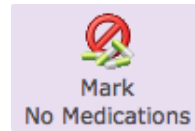
Type  Retail  Mail

3. Medications: Patients can *add* or *delete* medications they are currently taking.
- To add a medication, begin typing the medication in the *Drug Name* field. Select the medication when it populates below. Then, choose the appropriate dose.
  - If there are no medications to add, select *Mark No Medications*
  - To delete a medication, select *Delete* to the right of the medication.

**ADD NEW MEDICATION**

Drug Name:

NAME
lisinopril lisinopril - id: 6620
lisinopril (bulk) lisinopril (bulk) - id: 116187
lisinopril-hydrochlorothiazide lisinopril-hydrochlorothiazide - id: 2586



4. Allergies: Patients can *add* or *delete* their current allergies.
- To add an allergy, begin typing the allergy in the *Allergy* field. Select the appropriate allergy when it populates below.
  - If there are no allergies, select Mark KNDA
  - To delete an allergy, select *Delete* to the right of the allergy.



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ADD NEW ALLERGY	
Allergy:	<input type="text" value="penic"/>
	penicillamine
PATIENT	penicillin G
	penicillin G procaine
	penicillin V
	penicillinase
OTHER	Penicillins



5. Past Medical History: Patients can *add* or *delete* their medical and surgical histories.
- To add a condition, select the checkbox next to that condition.

#### SELECT ANY OF THE FOLLOWING

- Anxiety
- Arthritis

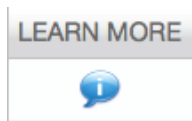
6. Skin Disease History: Patients can *add* or *delete* their skin disease history.
- To add a condition, select the checkbox next to that condition.
7. Social History: Patients can *add* or *delete* their social history.
- Fill in the appropriate information
8. Family History: Patients can *add* or *delete* their family history.
- To add a condition, begin typing in the Family History field. Select the appropriate condition when it populates below. Then choose the family member.
  - To delete a condition, select *Delete* to the right of the condition.

ADD NEW FAMILY HISTORY	
Family History:	<input type="text" value="skin"/>
	Family history of malignant neoplasm of skin (situation)
PATIENT FA	Family history of squamous cell carcinoma of skin (situation)
	Family history: neoplasm of skin (situation)
Meaningful Use	Family history: Skin disease (situation)



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9. Problem List: Patients can view a list of their diagnoses as well as an information sheet on each of those diagnoses. No changes can be made to this tab.
- To view more information on a condition, select the blue information bubble next to the condition



## Visit Info

Patients can view their *Visit notes*, *Educational handouts*, and any *Test results* the provider has posted.

## My Health

- To view records, select the date in blue

04/22/2013 12:59 PM

- To view the Education Handout of that visit, select the Patient Education link

Patient Education

## Tests and Results

- Select the date in blue to view the pathology report
- Select the blue information bubble to the right of the result, to view more information on this diagnosis
- Select *Compose* to generate an intramail to the provider

ASK A QUESTION	DATE	TEST	RESULT	LEARN
<a href="#">Compose</a>	<a href="#">02/25/2015</a>	Biopsy by Shave Method on right lower back	Benign Nevus	



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## Contact Us

Patients can send messages to their provider and receive messages from their providers.

- Select the date in blue to view the intramail.
- Select *New Message* to generate a new Intramail to the provider

