

PATIENT PORTAL PATIENT GUIDE

Go to <https://gateway.aprima.com/portal/home/11548> and enter your username and the temporary password that was provided to you and left click on "LOGIN". If you provided us with an email address that is your username. If you did not provide us with an email address your username will be your "Firstname Lastname"

PATIENT PORTAL

USERNAME
Test Patient

PASSWORD
.....

LOGIN

SETTINGS

TROUBLE LOGGING IN? [RESET MY PASSWORD](#)

Please contact our office if you need assistance.

COMPREHENSIVE PAIN SPECIALISTS
4450 Fashion Square Blvd
Suite 100
SAGINAW, MI 48603-1251
(989)792-4090

Once you log in you will be asked to create a new password. In the old password field enter the temporary password we provided to you. Type in a new password, then retype the new password in the corresponding fields and select submit.

Complete your account

PLEASE CREATE A NEW PASSWORD:

OLD PASSWORD

NEW PASSWORD

RETYPE NEW PASSWORD

BACK

SUBMIT

This will take you back to the login screen where you will login with the new password you just created.

PATIENT PORTAL

USERNAME
Test Patient

PASSWORD

LOGIN

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Next you will need to agree to the terms and conditions of the patient portal. Scroll down to the bottom and select the check box stating you agree then select "AGREE".

Complete your account

APRIMA CONSENT

Clicking on Agree denotes that you are authorized to view the above patient records and agree to be bound by the terms and conditions of the Patient Portal.

PATIENT PORTAL TERMS AND CONDITIONS

PATIENT PORTAL AGREEMENT AND PRIVACY POLICY

PATIENT PORTAL AGREEMENT

Your healthcare Provider ("Provider") and its licensor and service provider Aprima Medical Software, Inc. ("Aprima") (collectively, as applicable, "we," "us," or "our") provide a patient portal service operated by Aprima and accessible through Provider's Web site that allows a registered Provider patient to communicate electronically with Provider and to maintain a unique personal profile online in order to, among other things, request prescription refills, make appointments, and provide, update, and access personal health information and other information relevant to the treatment of the Provider patient by Provider ("Patient Portal" or "Service"). PLEASE READ THESE TERMS CAREFULLY AS THEY CONTAIN THE LEGAL TERMS AND CONDITIONS THAT YOU AGREE TO WHEN YOU USE THE PATIENT PORTAL.

IF YOU CHOOSE TO REGISTER AS A MEMBER ("Member" or "you") OF THE PATIENT PORTAL, YOU WILL BE ASKED TO CHECK A BOX TO INDICATE THAT YOU HAVE READ AND AGREE TO BE BOUND BY THE "PATIENT PORTAL TERMS," "COPYRIGHT POLICY," AND "PRIVACY POLICY" (COLLECTIVELY, THE PATIENT PORTAL TERMS, PRIVACY POLICY, AND COPYRIGHT POLICY, TOGETHER WITH ALL AMENDMENTS AND ADDENDA THERETO, ARE REFERRED TO AS THE "PATIENT PORTAL AGREEMENT"), IN ADDITION TO ANY TERMS OF SERVICE APPLICABLE TO PROVIDER'S WEB SITE.

INDICATE YOUR ACCEPTANCE TO BE BOUND BY THE TERMS OF THIS PATIENT PORTAL AGREEMENT BY CLICKING "I AGREE" BELOW AND FOLLOWING THE OTHER INSTRUCTIONS IN THE REGISTRATION PROCESS.

This Patient Portal Agreement sets out the legally binding terms for use of the Patient Portal. We may modify this Patient Portal Agreement (or any part thereof) from time to time and such modification shall be effective upon posting of such change on Provider's Web site and/or the Web page by which you access the Patient Portal. You agree to be bound to any changes to this Patient Portal Agreement when you use the Patient Portal after such modification is so posted.

IF YOU HAVE NOT READ THE PATIENT PORTAL AGREEMENT, DO NOT UNDERSTAND OR AGREE TO BE BOUND BY THE PATIENT PORTAL AGREEMENT, OR ARE NOT ABLE TO CONSENT TO BE BOUND BY THE PATIENT PORTAL AGREEMENT (E.G., IF YOU ARE NOT OLD ENOUGH TO ENTER INTO A BINDING LEGAL CONTRACT), DO NOT USE THE PATIENT PORTAL.

A. **PATIENT PORTAL TERMS**

[Download here.](#)

PRACTICE CONSENT

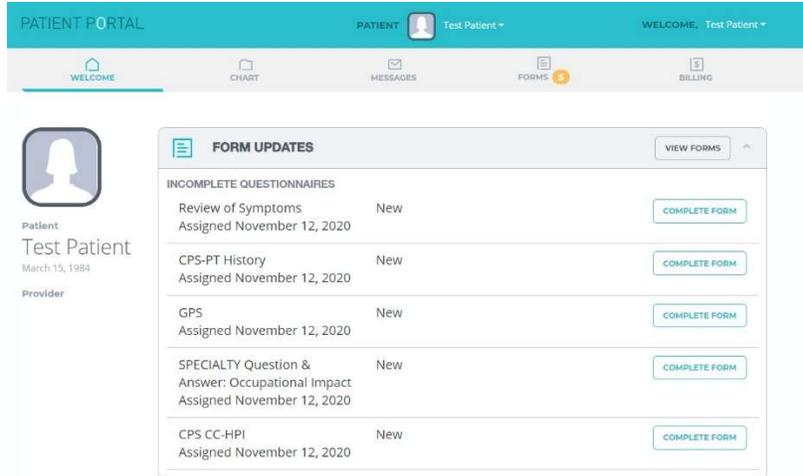
This patient portal will allow you as the patient to have limited access to your medical chart. It is not for any medical emergency. If you are having a medical emergency please call 911 or go to your nearest Emergency Room. Our office does not provide medical advice over the telephone or through the patient portal.

I HAVE READ THE CONSENT FORM AND THE ABOVE INFORMATION AND I ACCEPT THE CONDITIONS

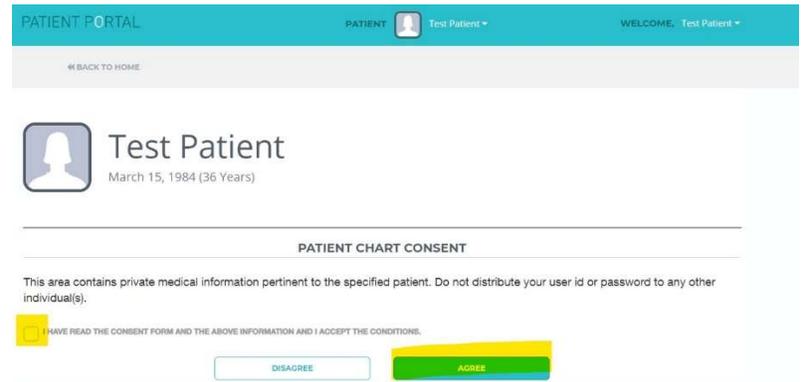
DISAGREE

AGREE

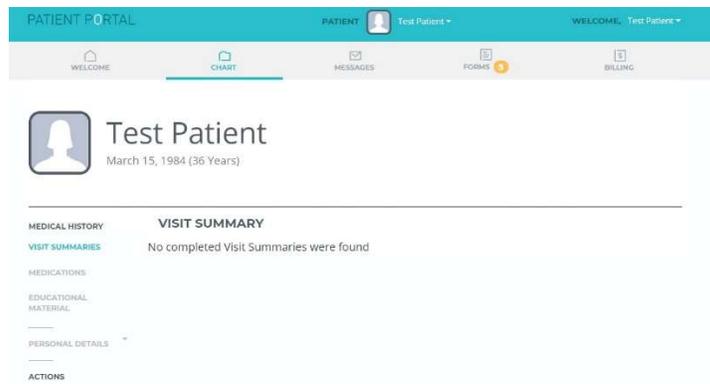
Once you agree to the terms and conditions you will see the welcome page of the patient portal. If you have any forms to fill out you will see them listed here as well as the forms tab.



The next tab is the "Chart" tab. When you select chart you will be taken to the Patient Chart Consent Screen. You must check the box and select "AGREE".



You will then be able to see any medical history, medications, and education materials.



The next tab is the Messages section. You will be able to compose and send a message to your provider/staff here. You will also be able to receive message from our office.

The screenshot shows the Patient Portal interface. At the top, there is a teal header with "PATIENT PORTAL" on the left, "PATIENT Test Patient" in the center, and "WELCOME, Test Patient" on the right. Below the header is a navigation bar with icons for WELCOME, CHART, MESSAGES (which is highlighted), FORMS (with a notification badge), and BILLING. Below the navigation bar, a message reads: "IF THIS IS AN EMERGENCY, CALL 911. MESSAGES ARE FOR NON-URGENT CORRESPONDENCE." The main content area is titled "Inbox" and contains a "COMPOSE NEW" button on the left and a "FILTER ALL MESSAGES" dropdown on the right. The center of the page displays "No messages found." Below the inbox title, there are links for "INBOX" and "SENT".

In the forms tab you will see any forms that need to be filled out. To Complete the forms you will select “Complete Forms” to the right of each form. Answer the questions and submit each form. Once you have completed a form that form will move from the Incomplete forms to the Completed forms.

The screenshot shows the Patient Portal interface with the "FORMS" tab selected. The header and navigation bar are the same as in the previous screenshot. The main content area is titled "Incomplete Forms" and contains a table of forms. Each row has a description of the form, its status, and a "COMPLETE FORM" button. Below the table, there is a section titled "Completed Forms" which displays "No completed forms found." At the bottom, there is a section titled "Practice Forms" which displays "No practice forms found." and a "FILTER ACTIVE" dropdown.

Form Title	Status	Action
Review of Symptoms Assigned November 12, 2020	New	COMPLETE FORM
CPS-PT History Assigned November 12, 2020	New	COMPLETE FORM
GPS Assigned November 12, 2020	New	COMPLETE FORM
SPECIALTY Question & Answer: Occupational Impact Assigned November 12, 2020	New	COMPLETE FORM
CPS CC-HPI Assigned November 12, 2020	New	COMPLETE FORM

That last tab is the Billing section. This is where you can see what your balance is and make online payments if desired.

PATIENT PORTAL PATIENT Test Patient WELCOME, Test Patient

WELCOME CHART MESSAGES FORMS 5 BILLING

THIS INFORMATION IS ASSOCIATED TO YOU (TEST PATIENT) AS A RESPONSIBLE PARTY.

Current Balance

Nov 12, 2020 Statement Balance **\$0.00** MAKE ONLINE PAYMENT

Pending Payments

No pending payments

Reports

Statement History

No statements found

We urge you to set up security questions so if you forget your password you will be able to use the forgot password link on the login screen. This option is only available if you log into a computer. To do so select your name on the top right of the screen and choose "Account Details" Then choose edit to edit your security questions.

PATIENT Test Patient WELCOME, Test Patient

MESSAGES FORMS 5

- Update Notifications
- Account Details
- Sign Out

AS A RESPONSIBLE PARTY.

PATIENT PORTAL PATIENT Test Patient WELCOME, Test Patient

BACK TO HOME

patient-image Patient Test Patient March 15, 1984

Account Details

LOGIN CREDENTIALS EDIT	SECURITY QUESTIONS EDIT
USERNAME tpatient	SECURITY QUESTION 1
PASSWORD *****	ANSWER 1 *****
	SECURITY QUESTION 2