

Phone: 407-688-9446 or Fax: 407-688-9448

Patient Portal Agreement Form and Guidelines

WE RECOMMEND THAT YOU DO NOT USE THE PATIENT PORTAL FROM A PUBLIC COMPUTER!!!!

We are pleased to offer patient portal through our Electronic Medical Records (EMR) for our established patients. The patient portal offers secure viewing and communications as a service to patients. This is an optional service and we may suspend or terminate this service at any time.

We strive to keep all information in your records correct and complete. If you see any discrepancy or it does not make sense, let us know.

While we believe that the IT infrastructure and data are safe and secure, it does not guarantee unforeseen adverse events. We will keep your email address safe and secure. Patient portal is protected just like all other interactions with our office. We recommend that you protect your username and password to avoid misuse.

How the patient portal works:

A secure web portal is kind of a webpage that uses encryption to keep unauthorized person from reading communications, information or attachment. This secure message and information can only be read by someone who knows your correct password to log in to portal site. NEVER share your password.

We will need your secure email address and please inform us if your email address changes. Do not use your work email address since your employer could have your information available.

Never stay logged in to your portal.

You should never use public computers to access the patient portal.

The patient portal provides access to some of the following services:

- Request refills, but our practice will not refills any narcotics or controlled medications through the portal.
- Update your contact information.
- Check your medication list.
- Check your labs.

We will keep things brief and clear on the portal. We appreciate your help in that too. If a message takes a long time to write then it is probably better to call the office.

If you have any emergency, please call 911, or go the nearest urgent care. **Do not use** Patient Portal for any emergency matter.

User Responsibility:

- In return for access to the patient portal, you agree not to:
- Transmit any electronic information that violates the rights or privacy of any party.
- Use the web portal in any way that violates any local, state or federal laws.