Fowlerville Medical Center

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Patient Portal Consent Form

Purpose of this Form

Fowlerville Medical Center offers secure viewing and non-urgent communication as a service to patients who wish to view parts of their records and communicate with our staff and physicians. **If you choose to receive your results online our office will no longer mail out your results**. Secure messaging can be a valuable communications tool, but has certain risks. In order to manage these risks we need to impose some conditions of participation.

Protecting Your Private Health Information and Risks

This method of communication and viewing prevents unauthorized parties from being able to access or read messages while they are in transmission. No transmission system is perfect and we will do our best to maintain electronic security. However, keeping messages secure depends on two additional factors: the secure message must reach the correct email address, and only the correct individual (or someone authorized by that individual) must be able to get access to it.

Only you can make sure these two factors are present. We need you to make sure we have your correct email address and are informed if it ever changes. You also need to keep track of who has access to your email account so that only you, or someone you authorize, can see the messages you receive from us. If you pick up secure messages from our web site, you need to keep unauthorized individuals from learning your password. If you think someone has learned your password, you should promptly go to the web site and change it.

Onpatient secure patient portal allows patients to:

- ⦿ Receive laboratory and other test results
- ⦿ Send non-urgent message to your care team
- ⦿ Review prescription medications and request prescription refills and renewals.
- ⦿ View allergies, health summary, immunizations, medications, insurance information, and diagnoses.

Acknowledgement and Agreement

I acknowledge that I have read and fully understand the information Fowlerville Medical Center has provided me regarding the risks. I consent to the conditions outlined above, and understand messages will be answered within 1 business day. **Each patient must have an individual email for their account.**

Signature: _____   Date: _____   Email: _____

Printed name: _____

<div align="center">Step-by-Step Setup for Patient Portal</div>

1. Complete patient portal consent form (this form).

2. An email will be sent from Onpatient asking for verification in order to activate account.

3. Open email, click 'sign up for Onpatient' which will redirect you to www.onpatient.com.

4. Fill in the boxes with the correct email, password, first name, and last name.

5. Then, confirm your identity by filling out your social security number **OR** your date of birth and cell phone number.

<div align="center">What's Available Online?</div>

⊙ Online appointment booking is not available at this time.

⊙ Under the Doctors tab, you will see your care team's information including doctor, address, phone number, fax number, and a map of the office location. You can also send a message to a provider by clicking on 'send a message' under the physician's name.

⊙ Under the Billing tab, you will find your statements, payment history, and payment methods. Online bill pay is currently unavailable but will be available soon.

⊙ The Messages Tab will contain your results or reports sent from the office. This is also where you can send a message by clicking on 'send message' in the upper right hand corner. We encourage messages that are non-urgent to be sent to the provider. This can include refills, questions, referral requests, billing inquiries, etc.

⊙ If you click on your name in the upper right hand corner of the main screen, you will be directed to your profile. This includes your problems, allergies, and medications. Labs can be found in your Messages tab. On the lower left hand side, if you click on 'complete profile', your information will be displayed on one screen. You have the option to send this information to another email but please be advised it is not encrypted.

<div align="center">For urgent after hours care call 517-223-7900 to page a provider</div>