Virtual Office Visits How to connect with your PC





How to Access Your Virtual Office Visit

- · Go to www.mychart.chs-mi.com/MyChart.
- · Click on your provider's organization.



- Log in to your MyChart account.
- Please note: If you need assistance with this or with creating an account, please call your provider's office.



- Once logged in, you will see your scheduled appointment on the home screen and a button for eCheck-In.
- Click the *eCheck-In* button.



- · Complete all of the steps for eCheck-In.
- Review your personal information. If changes are needed, click *Edit* to make the appropriate corrections.
- When the information is correct, check the box *This Information is Correct* and then click *Next*.

| Personal Info S | Sign Documents | Medications | Allergies | Health Issues | Travel History | Questionnaires |
|--|-------------------------|--|---|--|--|----------------|
| erify Your Personal In | formation | | | | | |
| Contact Information 000 N Harrison St AGINAW MI 48602 oing somewhere for a while? dd a Temporary Address | 兪 Not □ Not 聞 Not | entered entered entered entered | Details Legal Sex Male Race White o Ethic Ba Not ent Religion Not ent | About Me (i) r Caucasian ckground ered ered | Marital Status Married Ethnicity Not Hispani Language English | c or Latino |
| ✓ This information is correct on the second sec | rect | | | | | |

 Verify and/or add insurance Information by clicking Update Coverage to make changes or Add a Coverage to add new insurance.

| | - | | | | | 0 | |
|-----------------------------------|-----------------------------|--|------------------------------|------------------------------------|----------------------------------|---|--|
| | Personal Info | Insurance | Medications | Allergies | Health Issues | Questionnaires | |
| Responsibility fo | or Payment | | | | | | |
| Would you like t | o use insurance to p | pay for this appoin | tment? (j | | | | |
| Use insurance | Do not bill insura | ance | | | | | |
| | | | | | | | |
| nsurance on Fil | e | | | | | | |
| Commercial Ge Commercial Gener | eneric ric | | | Covenant Emplo Asr Hmo Covenant | oyee ASR HMO | | |
| Subscriber Name Smith, Mary | ADD | INSURANCE CARD | PHOTOS | Subscriber Name Smith, Mary | | SURANCE CARD PHOTOS | |
| Subscriber Number 123456zz | Uploading ir speed up th | mages of your card n ne check-in process fo visit. | ow will help or your next | Subscriber Number 12365478 | Uploading imag speed up the c | ges of your card now will help heck-in process for your next visit. | |
| Group Number 123 | L | | | Member Number 123456 | L | | |
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- Select the *Review and Sign* buttons.
- Authorization for Medical Insurance Benefits and Consent/ Telemedicine consent forms will pop up for you to read and sign.

| eCheck-In | L | <u>*</u> | | <i>.</i> | × | |
|--------------------------|-------------------------|----------------------------|------------------|-----------------|----------------|-----------------|
| Personal Info | Sign Documents | Medications | Allergies | Health Issues | Travel History | Questionnaires |
| Please review and addr | ess the following docur | ments. | | | | |
| eSign Authorization | n for Medical Insura | nce Benefits REVIEW AND | SIGN | Consent/Telemed | cine | REVIEW AND SIGN |
| Once this step is comple | eted, documents will be | e submitted for clini | ic review. | | | |
| BACK NEXT F | INISH LATER | | | | | |
| | | BA | CK TO THE HOME P | AGE | | |
| | | | | | | |

- · Review each consent form.
- Then click in the *Click to Sign* signature blank to electronically sign the documents.
- When done, click Continue.

eSign Consent/Telemedicine

I acknowledge and agree that my personal and/or health information may be shared with the specialized provider and the specialized provider's workforce, third party payers, and other third parties and healthcare providers who may need this information for treatment, payment, or other healthcare operation purposes, such as coordination of my care. I authorize the release of any or all of my medical record to the specialized provider and his/her staft to perform the telemedicine visit. I have provided the names of my health insurance and/or companies that will be paying any part of my bill and give permission to provide them any or all of my medical record for payment purposes. I give the specialized provider permission to release any or all of my medical record to my provider to continue care and treatment.

I understand that I have the right to request that the telemedicine visit be discontinued at any time and for any reason.

Telemedicine visits are not intended for emergency conditions. If the specialized provider determines your condition is emergent the specialized provider will advise the local clinician to conclude the visit and to follow their site protocol for medical emergencies. In the event that the visit becomes emergent and I am not in a medical site, I will be advised to contact 5 -1-1.

I know that I have the duty and I agree to pay for all of my care. Medical billing potentially will occur from the consulting practitioner and from the clinical presentation site, if applicable.

MEDICARE PATIENTS -- I have provided the correct information for Medicare to pay my bill. I am asking Medicare to pay for all approved care. I give permission to release any part of my medical record to Medicare and its workers.

I have been advised of the potential risks, consequences, and benefits of telemedicine, and have had the alternatives to a telemedicine consultation explained to me. I have had the opportunity to ask questions about the information presented on this form and the telemedicine consultation . All of my questions have been answered and I understand that I am choosing to participate in a telemedicine consultation.

Click to Sian

If patient is unable to consent or is a minor, complete the following:

Click to Sign Patient is a Closest Relative/Legal Guardian

CONTINUE

CLEAR FORM CANCEL

- Next, review your medications. Make updates by clicking Add a Medication or Remove.
- When the information is correct, check the box *This Information* is *Correct* and then click *Next*.



- Review your allergies. Add any allergies that aren't listed by clicking *Add an Allergy*.
- When the information is correct, check the box *This Information is Correct* and then click *Next*.



- Review your health issues. Add any issues not listed by clicking *Add a Health Issue*.
- When the information is correct, check the box *This Information is Correct* and then click *Next*.



- Your eCheck-In is now complete.
- Click the *BLUE Begin Video Visit* button to start your doctor visit. *Please note: Access to begin visit will only be available starting one hour before scheduled appointment.*

| Thanks for using eCheck-In! The information you've submitted is now on fi | le. | |
|---|---|--|
| Virtual Visit with Physician Cov AMB, MD Thursday April 09, 2020 4:30 PM EDT ☆ Add to Calendar This appointment cannot be canceled poince. To cancel, please call | It's time to start your video visit! BEGIN VIDEO VISIT When you are ready to talk to your doctor, click we button below. Want an earlier time? Get on the Wait List Review your questionnaire answers below. Communicable Disease Screening (Print) Contacts That Can Receive Info On My Behalf (Print) Primary Reason for Visit (Print) | |
| 989-797-4231. | BACK TO VISITS LIST PAGE | |

- After you click the **Begin Video Visit** button, a new window will open asking for access to your microphone and camera.
- Please press Allow.



- · After you click Allow, you will enter the virtual waiting room.
- You will wait there for your provider to join you.
- If your camera is working properly, you will be able to see yourself in the lower right corner window on your screen.



- Your provider will review your information before joining your visit.
- When your provider appears in the large window on your screen you can proceed with your virtual office visit.
- When your visit is over, please click Leave Visit.



• Once you click **Leave Visit**, please confirm that you want to leave by clicking the **RED Leave Visit** button.



 When you are finished with your visit, close the window by clicking the X in the upper right corner.



If you are having issues logging in or completing any of the check-in process, please call your provider's officer for further instruction.



Thank you for your visit. It is our goal for you to have a positive and productive virtual visit experience.





Extraordinary care for every generation.

Covenant HealthCare

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