

New Tampa Medical Center Patient Portal Instructions

Thank you for expressing an interest in our on line patient portal. Your use of this portal for access to New Tampa Medical Center will stream line many of the processes that would otherwise require you to communicate with the office by phone or fax perhaps several times in order to accomplish your objective. By using our patient portal you will have direct access toy your medical records as well as the ability to request appointments; send refill requests directly to the Doctor; send messages expressing you concerns directly to the Doctor; communicate with our front desk and billing departments and update you demographic and insurance information on line.

The following is a step by step instruction manual how to use the system along with some helpful hints in order to get the most out of your access to your records.

At you next appointment let the receptionist know that you would like access to the patient portal. The receptionist will give you a log in and password.

Log In _____

Password _____

This password is only temporary so don't worry at this point that the receptionist knows what you password is you will be prompted to change it as soon as you log on to the portal for the first time.

In the address bar of your browser (Internet Explorer) type the following address.

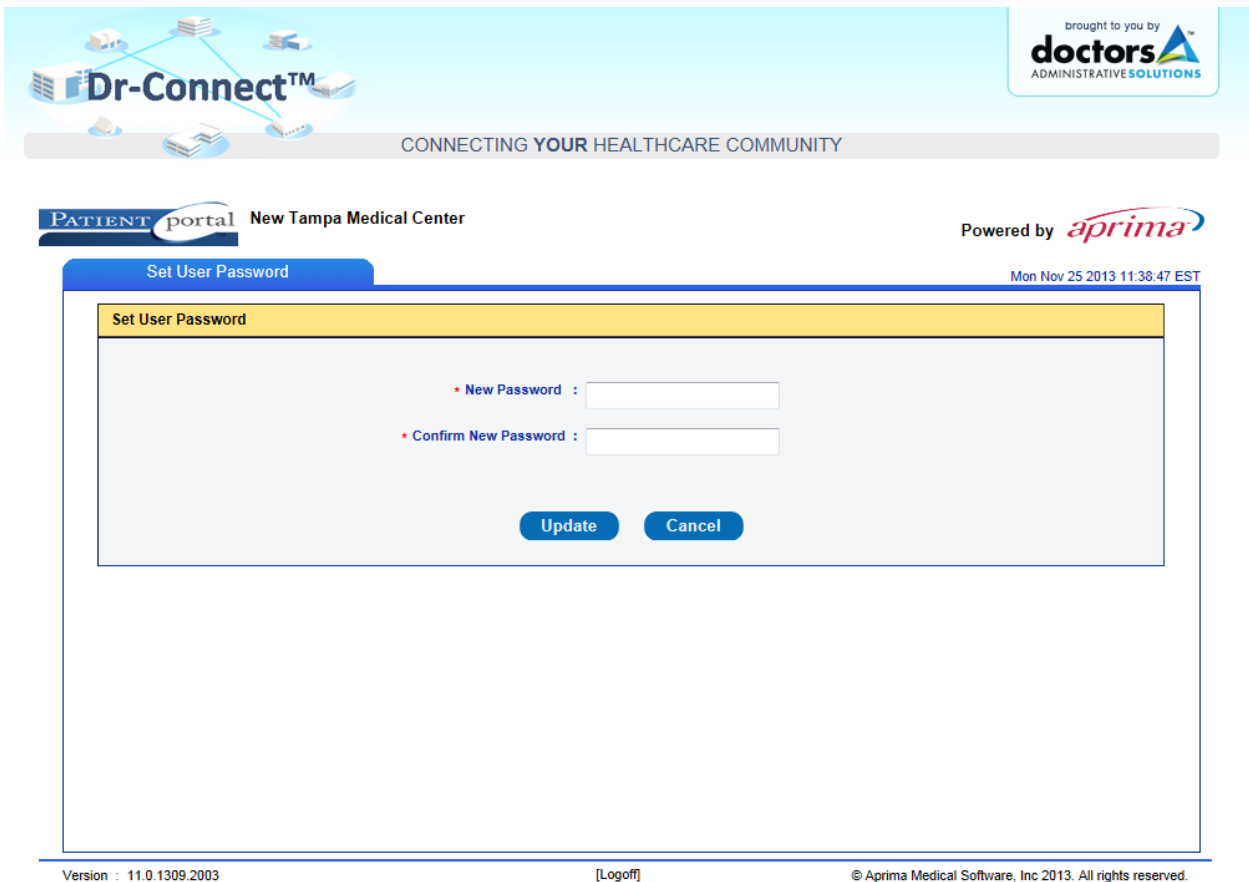
<http://www.dr-connect.com/NTM/>

This will bring you to the login screen.



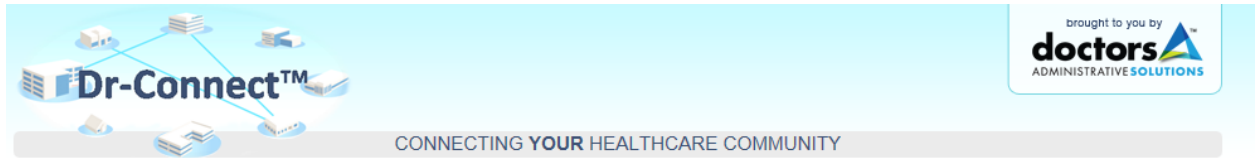
The screenshot shows the Dr-Connect Patient Portal login page. At the top, there is a banner with the Dr-Connect logo and the tagline "CONNECTING YOUR HEALTHCARE COMMUNITY". To the right, it says "brought to you by doctors ADMINISTRATIVE SOLUTIONS". Below the banner, the page title is "PATIENT portal Aprima Patient Portal" and it is "Powered by aprima". The main content area is titled "Patient Login Page" and includes a "Patient Portal Login" form with fields for "Login ID" and "Password", and a "Sign In" button. Below the form, there are sections for "Browser Requirements" and "PDF Viewer Requirements". The browser requirements section lists Internet Explorer, Mozilla FireFox, Apple Safari, and Google Chrome. The PDF viewer requirements section includes a "Get ADOBE READER" button. The footer of the page shows "Version : 11.0.1309.2003" and "© Aprima Medical Software, Inc 2013. All rights reserved." with a timestamp of "Mon Nov 25 2013 11:26:22 EST".

As I stated before you will be prompted to create a new password.



The screenshot shows the Dr-Connect Patient Portal "Set User Password" page. At the top, there is a banner with the Dr-Connect logo and the tagline "CONNECTING YOUR HEALTHCARE COMMUNITY". To the right, it says "brought to you by doctors ADMINISTRATIVE SOLUTIONS". Below the banner, the page title is "PATIENT portal New Tampa Medical Center" and it is "Powered by aprima". The main content area is titled "Set User Password" and includes two input fields: "New Password" and "Confirm New Password", both with red asterisks indicating they are required. Below the fields are "Update" and "Cancel" buttons. The footer of the page shows "Version : 11.0.1309.2003", "[Logoff]", and "© Aprima Medical Software, Inc 2013. All rights reserved." with a timestamp of "Mon Nov 25 2013 11:38:47 EST".

The system will then ask you to review and agree to the terms and conditions for the use of the patient portal. You will need to click on the box indicating that you have read the information and then click weather or not you agree or disagree. If you agree the system will proceed to the next step if you click disagree the system will automatically sign you out.



Patient Consent Mon Nov 25 2013 11:44:04 EST

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.

Practice Consent

New Tampa Medical Center provides this patient portal to enhance patient - physician communications. We focus on providing the highest level of service & health care, and strive to keep all of the information in your records correct and complete. We reserve the right at our own discretion to terminate, suspend, or modify services offered through the portal. This portal is not intended to provide internet based diagnostic medical services. Any emergent conditions should be seen in an Emergency Room.
I acknowledge that I have read and fully understand the risks and benefits associated with online communications between physician and patient. I agree to provide factual and correct information, to adhere to the policies set forth herein and any other instructions that my physician may impose for online communications, to hold DAS and the Practice harmless, and consent to all terms and conditions stated or linked on the portal as may be modified

I have read the consent form and the above information and I accept the conditions.

The first screen you will see is the patient dash board. The screen is broken down into three windows that show your basic demographic information; any messages you have in your in box from the practice and any scheduled appointments you have coming up. In the top right hand corner of each of these windows there is a hyperlink that you can click on that will take you to the related area of the system that will allow you to view the detail in depth and also make changes where appropriate. To the left are the menu options listed vertically.

Dr-Connect™ CONNECTING YOUR HEALTHCARE COMMUNITY

brought to you by **doctors** ADMINISTRATIVE SOLUTIONS

PATIENT portal New Tampa Medical Center Powered by **aprima**

Mon Nov 25 2013 12:09:40 EST

Patient Dashboard

Profiles :
Patientthree Test

Patient Dashboard
Patient Information
Message Center
Patient Appointments
Questionnaires
Patient Chart
Education Material
Prescription Refill
View Statement (PDF)
Change Password
Logoff

Patient Information for Patientthree Test [Edit Demographics](#)

Date of Birth : March 3, 1975 (38 years old) Address : 123 Allscripts Ave
Gender : Female iiiiiiil
Care Provider : Not on file. RALEIGH, NC 27615
USA
Phone Number : (919) 745-5552 x656 (home)

Received Messages (0 received messages found) [View All Messages](#)

No received messages were found.

Scheduled Appointments (0 scheduled appointments found) [View All Appointments](#)

No scheduled appointments were found.

Version : 11.0.1309.2003 [Logoff] © Aprima Medical Software, Inc 2013. All rights reserved.

On the left if you click on the menu option for patient information it will take you to the following screen. Along the top you will see for tabs. The demographics scree will allow you to make changes to your basic information. The next tab is for your current address information should you relocate. The contact tab if for your phone and email information and the forth tab is for your pharmacy information. Below is a screen shot of each.

On the left if you click on the menu option for patient information it will take you to the following screen. Along the top you will see four tabs. The demographics screen will allow you to make changes to your basic information. The next tab is for your current address information should you relocate. The contact tab is for your phone and email information and the forth tab is for your pharmacy information. Below is a screen shot of each.

The screenshot shows the 'Patient Information' interface with the 'Patient Address' tab selected. The form contains the following fields: Address, Address 2, City (Wesley Chapel), State (FL), Zip Code (33543), and Country. There are 'Save' and 'Cancel' buttons at the bottom.

Patient Information Mon Nov 25 2013 12:22:19 EST

Demographics Address **Contacts** Pharmacy

Patient Address

Address :

Address 2 :

City : Wesley Chapel

State : FL Zip Code : 33543

Country :

[Logoff]

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The screenshot shows the 'Patient Information' interface with the 'Patient Demographics' tab selected. The form contains the following fields: First Name, Last Name, Date of Birth (7/27/1952), Social Security Number, Gender (Female), Dominant Hand, Marital Status, Race (American Indian or Ala), Ethnicity (Hispanic or Latino), Language (English), Driver's License #, and Driver's License State. There are 'Save' and 'Cancel' buttons at the bottom.

Patient Information Mon Nov 25 2013 12:21:35 EST

Demographics Address Contacts Pharmacy

Patient Demographics

First Name :

Last Name :

Date of Birth : 7/27/1952

Social Security Number :

Gender : Female

Dominant Hand :

Marital Status :

Race : American Indian or Ala

Ethnicity : Hispanic or Latino

Language : English

Driver's License # :

Driver's License State :

[Logoff]

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Patient Information Mon Nov 25 2013 12:23:02 EST

Demographics | Address | **Contacts** | Pharmacy

Patient Contact Information

Phone Number 1 :

Phone Type 1 :

Phone Number 2 :

Phone Type 2 :

Email Address :

[Logoff]

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Patient Information Mon Nov 25 2013 12:23:47 EST

Demographics | Address | Contacts | **Pharmacy**

Patient Pharmacy

Selected	Pharmacy	Address
<input checked="" type="checkbox"/>	CVS/pharmacy# 4362	30050 COUNTY LINE RD., WESLEY CHAPEL, FL 33543

Zip : Phone Number :

[Logoff]

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To select your pharmacy you simply type in either the phone number of the pharmacy you would like to use or if you would like to select from a list of pharmacy's in your area just type the zip code and then click find pharmacy and a list will pop up that reflects the pharmacy's in that area. Simply check the box next to the pharmacy you would like us to send your prescriptions to and then click save.

Patient Information Mon Nov 25 2013 12:28:40 EST

Demographics | Address | Contacts | Pharmacy

Patient Pharmacy

Selected	Pharmacy	Address
<input checked="" type="checkbox"/>	CVS/pharmacy# 4362	30050 COUNTY LINE RD., WESLEY CHAPEL, FL 33543
<input type="checkbox"/>	CVS Pharmacy	8809 NEW TAMPA BLVD, TAMPA, FL 33647
<input type="checkbox"/>	CVS/pharmacy #6007	6206 COMMERCE PALMS DRIVE, TAMPA, FL 33647
<input type="checkbox"/>	PUBLIX PHARMACY #0344	16041 TAMPA PALMS BLVD W, TAMPA, FL 33647
<input type="checkbox"/>	PUBLIX PHARMACY #0584	19034 BRUCE B DOWNS BLVD, TAMPA, FL 33647
<input type="checkbox"/>	Publix Pharmacy 1373	16041 Tampa Palms Blvd West, Tampa, FL 33647
<input type="checkbox"/>	PUBLIX PHARMACY 00876	10928 CROSS CREEK BLVD., TAMPA, FL 33647
<input type="checkbox"/>	SWEETBAY SUPERMARKET #1968	6425 COUNTY LINE RD., TAMPA, FL 33647
<input type="checkbox"/>	THE MEDICINE SHOPPE #1829	10010 CROSS CREEK BLVD, TAMPA, FL 33647
<input type="checkbox"/>	Walgreen Drug Store 05437	17511 Bruce B. Downs Blvd., Tampa, FL 336473211
<input type="checkbox"/>	Walgreen Drug Store 07569	20741 Bruce B Downs Blvd, Tampa, FL 33647
<input type="checkbox"/>	Walgreens Drug Store 12673	20741 Bruce B Downs Blvd, Tampa, FL 33647
<input type="checkbox"/>	Wal-Mart Pharmacy 2740	19910 BRUCE B. DOWNS ROAD, TAMPA, FL 33647

Zip : 33647 Phone Number :

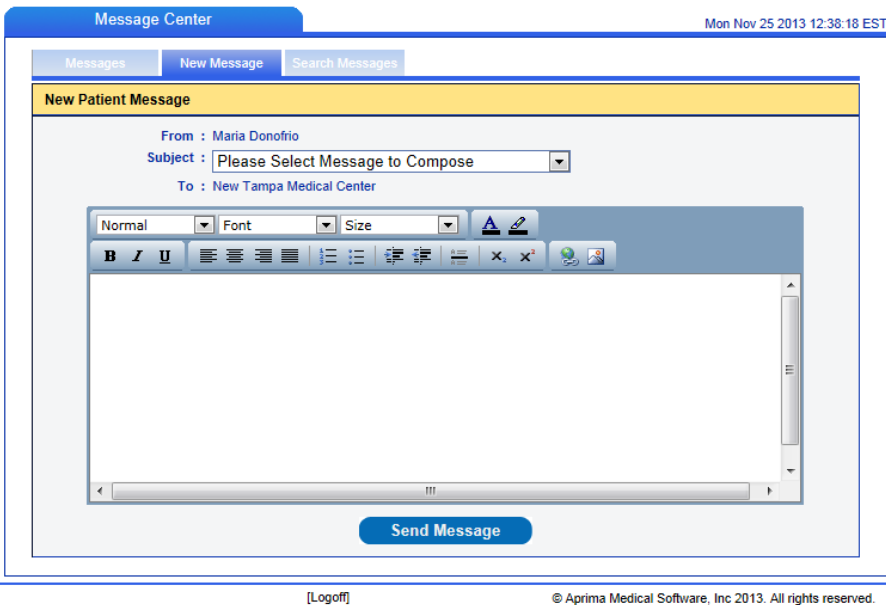
The message center is where you have the ability to communicate directly with the office as well as directly with the Doctor. We also have the ability to send you messages as well. The process is very similar to email however the communication is encrypted so it is fully secure. Your messages to the Doctor go director to the doctors' private in box on his private computer. The Doctor responds to all messages in 24 to 48 hours depending on the nature of the issue.

Message Center Mon Nov 25 2013 12:37:20 EST

Messages | New Message | Search Messages

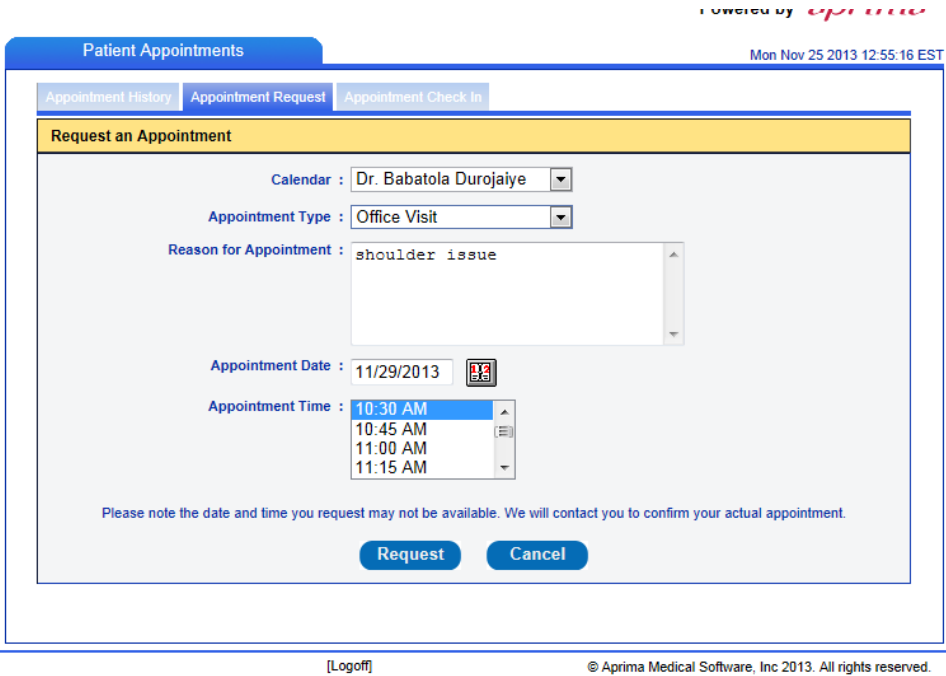
Received Messages

No Messages were found.



In the screen above you can simply pick your subject from the drop down menu which determines who in the office gets the message, type your message and click send message.

The next menu option is the patient appointment area. This consists of three tabs. The first will show your appointment history. The second tab is where you request an appointment. On this screen you choose the appointment type from the drop down menu then you free type the reason for the appointment. We ask that you supply us with a good description of why you need to see the doctor so we can allocate the appropriate amount of time for your visit. In the next box you select the date by clicking on the calendar icon to the right. Next you select the time for your appointment. It is very important that you understand that this is a request for an appointment and not a confirmed appointment. The following day you will receive a phone call from the office confirming the appointment of scheduling the best time for your office visit. After the fields have all been filled out click request and the appointment request will be transmitted to the office.



This option has four tabs the first is the clinical summary. If you click on the view clinical summary (PDF Document) link you will see the Doctors notes for that days visit along with the diagnoses and any medications that may have been prescribed.

Patient Chart Mon Nov 25 2013 12:59:48 EST

Clinical Summaries Medications Medication Allergies Medical History

Clinical Summaries Visits for 2012 (5 Visits Found)

Visit Date	Diagnoses	Action
07/09/2012 11:00 PM		View Clinical Summary (PDF Document)
02/05/2012 11:00 PM	MIXED HYPERLIPIDEMIA ENLARGEMENT OF LYMPH NODES	View Clinical Summary (PDF Document)
01/27/2012 11:00 PM		View Clinical Summary (PDF Document)
01/27/2012 11:00 PM		View Clinical Summary (PDF Document)
01/15/2012 11:00 PM	ENLARGEMENT OF LYMPH NODES	View Clinical Summary (PDF Document)

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This tab is the medications tab which lists all your prescribed medications along with the start and end date.

Patient Chart Mon Nov 25 2013 13:23:50 EST

Clinical Summaries Medications Medication Allergies Medical History

Medications (4 Medications Found)

Drug Name	Start Date	End Date	Details
fluconazole	1/28/2012	1/30/2012	fluconazole 200 mg Tab; 1 Tablet(s); PO; QD; 3 days; Qty: 3 [1/28/2012 - 1/30/2012]; UOM: Tablet
levothyroxine	1/16/2012	6/13/2012	levothyroxine 125 mcg Cap; 1 Capsule(s); PO; QD; 30 days; Refills: 4; Qty: 30 [1/16/2012 - 6/13/2012]; UOM: Capsule
Norethin 1/50 (21)	1/16/2012	6/13/2012	Norethin 1/50 (21) 1 mg-50 mcg Tab; 1 Tablet(s); PO; QD; 30 days; Refills: 4; Qty: 30 [1/16/2012 - 6/13/2012]; UOM: Tablet
tretinoin (emollient)	7/10/2012	8/8/2012	tretinoin (emollient) 0.02 % Topical Cream; 1 Application; TOP; QD; 30 days; Qty: 1 [7/10/2012 - 8/8/2012]; UOM: Tube

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This tab will list any allergies that are listed in your medical record.

Patient Chart Mon Nov 25 2013 13:26:04 EST

Clinical Summaries Medications **Medication Allergies** Medical History

Medication Allergies (1 Allergen Found)

Record Date	Allergen	Reaction	Notes
1/16/2012	No known active drug allergies		

[Logoff]

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The fourth tab is your medical history based on information we received from you at you initial visit and in some cases prior from your prior physician.

Patient Chart Mon Nov 25 2013 13:27:48 EST

Clinical Summaries Medications Medication Allergies **Medical History**

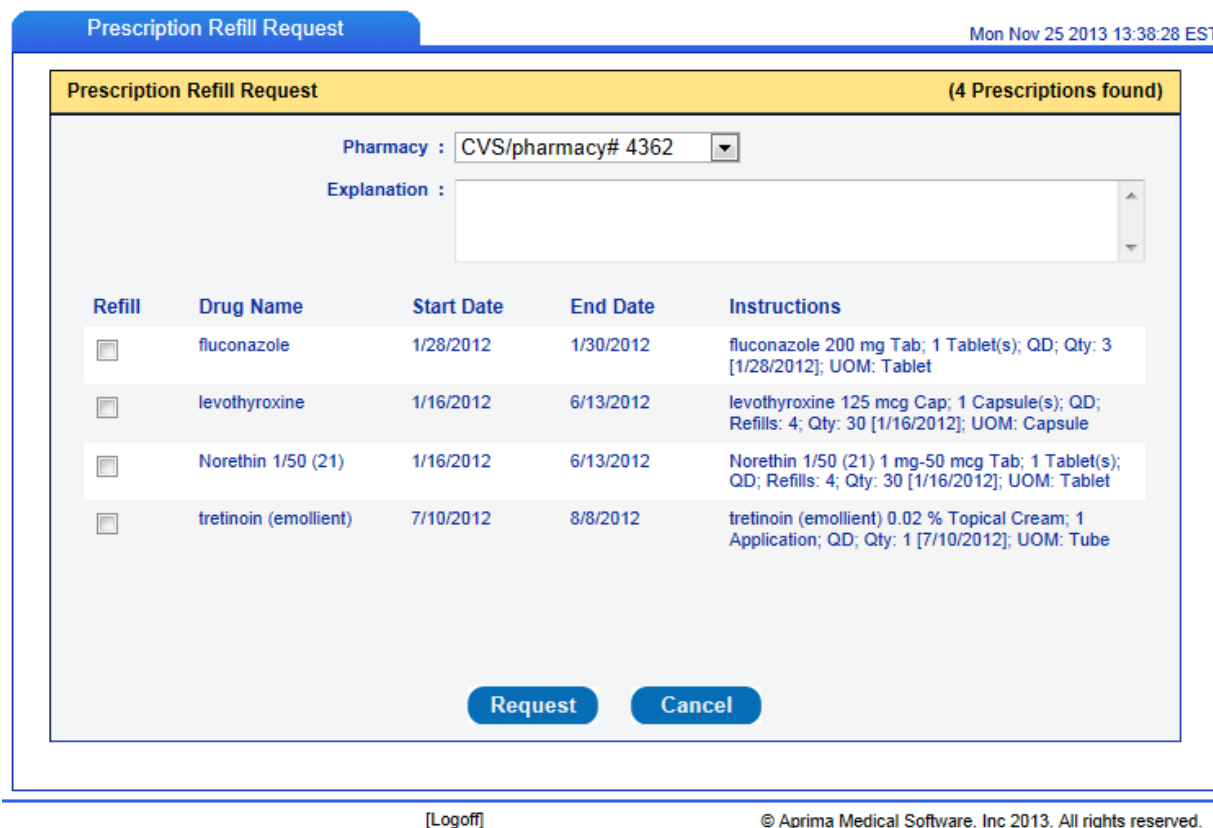
Problems (3 Problems Found)

Status	Record Date	Disease	Time Frame	Notes
Active	2/6/2012	MIXED HYPERLIPIDEMIA		
Active	1/17/2012	ENLARGEMENT OF LYMPH NODES		
Active	10/26/2008	goiter	Admits	

[Logoff]

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The next menu option is the prescription refill request.



Prescription Refill Request (4 Prescriptions found)

Pharmacy : CVS/pharmacy# 4362

Explanation :

Refill	Drug Name	Start Date	End Date	Instructions
<input type="checkbox"/>	fluconazole	1/28/2012	1/30/2012	fluconazole 200 mg Tab; 1 Tablet(s); QD; Qty: 3 [1/28/2012]; UOM: Tablet
<input type="checkbox"/>	levothyroxine	1/16/2012	6/13/2012	levothyroxine 125 mcg Cap; 1 Capsule(s); QD; Refills: 4; Qty: 30 [1/16/2012]; UOM: Capsule
<input type="checkbox"/>	Norethin 1/50 (21)	1/16/2012	6/13/2012	Norethin 1/50 (21) 1 mg-50 mcg Tab; 1 Tablet(s); QD; Refills: 4; Qty: 30 [1/16/2012]; UOM: Tablet
<input type="checkbox"/>	tretinoin (emollient)	7/10/2012	8/8/2012	tretinoin (emollient) 0.02 % Topical Cream; 1 Application; QD; Qty: 1 [7/10/2012]; UOM: Tube

Request Cancel

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This screen is where you can request that the Doctor refill your medications electronically. First be sure that your pharmacy is correct if no you can correct it in the patient dashboard screen. Then simply click the box to the left of the medications you are requesting refills on and then click request at the bottom. Please not that these requests go directly to the Dr. and will be reviewed in 24 to 48 hours. If a request for a refill is denied for any reason you will receive an explanation from the Doctor in your message box with details. It should be noted that controlled substances cannot be refilled in this manner you can send the Doctor a message and ask if he requires a visit to refill the prescription or if will leave a physical script with the medical assistant for pick up.

The next menu option view statement which will allow you to review payments made to the practice or any balances owed.

The final option is the tab to change your password

If at any time you need assistance during regular business hours please feel free to call our office and ask one of our associates for help navigating the portal at 813-615-2488.