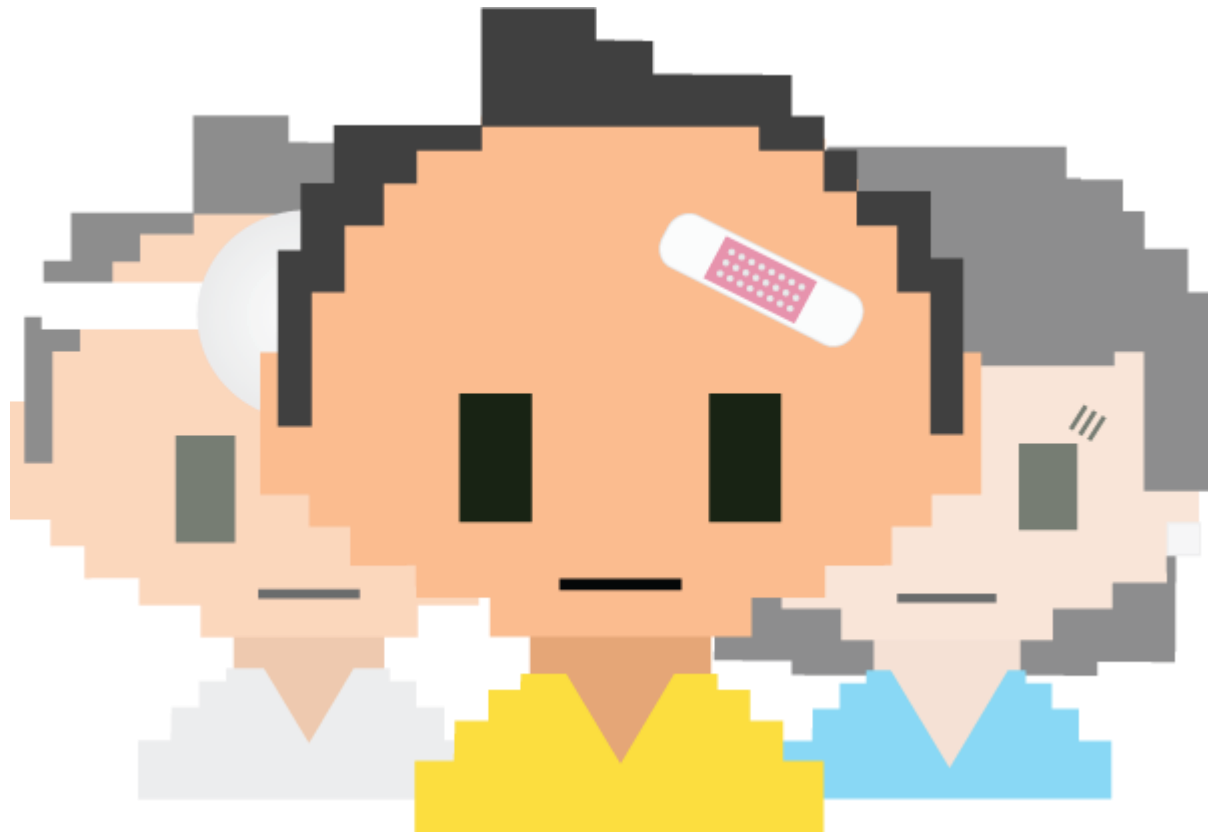


 **health** *myself* Patient Guide



FAQ



How do I complete the registration? Registration is an easy 2-step process. The first step has been already completed when you filled out a form to give us your email address. The second step is completed by clicking on the blue registration link on this email or on the email invitation that has been previously sent to you. Click the blue registration link and follow the prompts to verify your identity, create a password, and PIN.

How long does it take to complete the registration? Most users take between 1-3 minutes to complete the registration.

What do I need to complete the registration? You will need the first 4 digits of your Alberta Health Care number, you will need to create a password, a 4-digit PIN, and agree to the terms of service.

What is my activation code? The first 4 digits of your Alberta health care number serve as your activation code.

Why are the requirements for the password so strict? Health Myself Patient Portal is a secure site that through which medical information can be passed. The strict requirements for the password are to protect your personal information.

What is the PIN used for? The PIN is to be used for recovery purposes only. No one but you will know your PIN. If you have forgotten your password, the PIN can be used to safely verify your identity to reset your password.

Is there anyone available to help me learn how to use the portal? We would love to help you learn how to use the portal! Because we desire the benefits the portal offers for all our patients-no matter their current technology capabilities- We have staff that will be happy to spend some individual time with you helping you to learn how to use the portal. Call our main line at 403-653-3331.

How do I get back to the portal when I need to return to book appointments and communicate? The easiest way to return to the portal is by saving the link to your “favorites” on your mobile device or for apple devices by clicking on the share icon on the bottom of your screen and adding an icon to your home screen. You can also save by “bookmarking” it on your desktop computer. Another option is to enter the web address into your browser. The web address is

<https://portal.healthmyself.net/cardstonmedicalclinic/login#/> Again, if you would like help with this we would be pleased to assist you!

Login Screen...

A screenshot of a web browser showing the login page for the Cardston Medical Clinic. The browser's address bar contains the URL <https://portal.healthmyself.net/cardstonmedicalclinic/>. The page has a dark blue header with "Cardston Medical Clinic" on the left and "Login" on the right. The main content area features a white login form with the following elements:

- A "Login" heading.
- An "Email" field containing "example@domain.ca".
- A "Password" field with a toggle icon.
- A blue "Login" button and a "Reset Password" link.
- A "Technical Support" link at the bottom.

To the right of the form is a Cardston Clinic logo with the tagline "helping good health happen" and contact information: "Please see our website for further information. Questions? Please contact Lacey at 403.653.6024 or David at 403.653.6003". At the bottom of the page, there is a pixel art illustration of a doctor and a patient, similar to the one in the top right corner.

Enter the address <https://portal.healthmyself.net/cardstonmedicalclinic/>, then login using your email address and password.



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How to navigate the portal...

A screenshot of a web browser displaying the 'Health Myself Patient Portal' for Cardston Medical Clinic. The page features a navigation bar with 'Home', 'Mailbox 4', and 'Appointments'. Below the navigation bar, a message reads 'Andrew, please take a look below for any new alerts/messages'. Two main content cards are visible: 'Mail' with an envelope icon and 'Appointments' with a calendar icon. Two yellow arrows point to these cards. At the bottom, there are three menu sections: 'Navigation' (Dashboard, Appointments, Mail), 'My Account' (Account Settings, Connected Accounts), and 'Technical Support' (Contact Support, Leave Feedback). The Windows taskbar is visible at the bottom of the screen.

Health Myself Patient Portal

Cardston Medical Clinic

Andrew

Home Mailbox 4 Appointments

Andrew, please take a look below for any new alerts/messages

Mail
You have 4 new message(s)

Appointments
You have 0 upcoming appointment(s)
[Book New Appointment >](#)

Navigation
Dashboard
Appointments
Mail

My Account
Account Settings
Connected Accounts

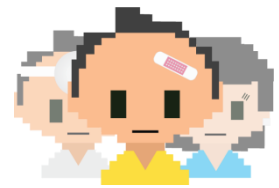
Technical Support
Contact Support
Leave Feedback

2:04 PM
11/12/2018

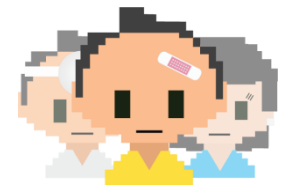
Home Page: This is where you go to book appointments and send/receive messages.

To create and send a new message click on the red “Compose” button.

To read and respond to received messages, click on the name of sender.

A screenshot of a web browser window displaying the 'Health Myself Patient Portal' for Cardston Medical Clinic. The browser's address bar shows the URL. The page header includes the clinic name and a user profile for 'Andrew'. Below the header, there are navigation links for 'Home', 'Mailbox' (with a notification badge of 4), and 'Appointments'. A secondary navigation bar contains buttons for 'Compose', 'Mailbox', and 'Sent'. A list of messages is displayed below, with the first message selected. Two yellow arrows point to the 'Compose' button and the sender's name 'David Johnson' in the message list. The Windows taskbar is visible at the bottom of the screen.

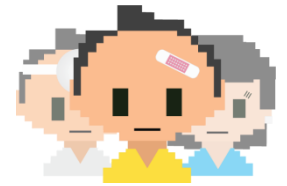
| Sender | Subject | Time | Status |
|---------------------|--|--------------|--------|
| David Johnson | test again | 2 hours ago | New |
| David Johnson | results | 2 months ago | New |
| Reception | test too | 3 months ago | Closed |
| Reception | Family connection | 3 months ago | New |
| System Notification | Welcome to Cardston Medical Clinic online Portal | 3 months ago | Closed |
| Reception | Test Email | 3 months ago | Closed |
| System Notification | Welcome to Cardston Medical Clinic online Portal | 3 months ago | Closed |



To make a new appointment, click on the blue “Book Appointment” button and choose the “Book New Appointment” option.

A screenshot of a web browser displaying the Health Myself Patient Portal for Cardston Medical Clinic. The browser's address bar shows the URL: https://portal.healthmyself.net/cardstonmedicalclinic/me#. The page header includes the clinic name and a user profile for Andrew. The main navigation menu has links for Home, Mailbox (with a notification badge of 4), and Appointments. The Appointments dropdown menu is open, showing options for Past Appointments, Upcoming Appointments, and Book New Appointment. A blue 'Book Appointment' button is highlighted with a yellow arrow pointing to it. Another yellow arrow points from the 'Book New Appointment' option in the dropdown menu to the 'Upcoming Appointments' section below. This section contains a message: 'You do not currently have any upcoming appointments'. At the bottom of the page, there are three columns of navigation links: 'Navigation' (Dashboard, Appointments, Mail), 'My Account' (Account Settings, Connected Accounts), and 'Technical Support' (Contact Support, Leave Feedback). The Windows taskbar at the bottom shows various application icons and the system clock indicating 2:10 PM on 11/12/2018. A small pixel art illustration of a doctor is visible at the bottom center of the page.

Select the person for whom you will be booking an appointment (either yourself or a family member).

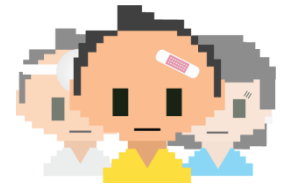


The screenshot shows a web browser window titled "Health Myself Patient Portal". The main content area is titled "Book a new appointment". Below the title is a navigation bar with icons for a person, a calendar, a person, a clock, and a checkmark. Below the navigation bar is a section titled "> Select a patient". Under this section, there are two options: "Me »" and "baby test »". A yellow arrow points to the "Me »" option. At the bottom of the page, there are three columns of navigation links:

- Navigation**
 - Dashboard
 - Appointments
 - Mail
- My Account**
 - Account Settings
 - Connected Accounts
- Technical Support**
 - Contact Support
 - Leave Feedback

The Windows taskbar at the bottom shows the time as 2:13 PM on 11/12/2018. The system tray includes icons for network, volume, and power.

Choose an appointment type. If you choose “Regular Appointment,” “Drivers Medical,” or “Physical” the appointment will default to your family Dr. If you click on “All DR Access,” you can choose from any of the doctors in the clinic.



Book a new appointment

LACEY

> Select an appointment type

- Regular Appointment (Book with your family Dr) >>
- All Dr. Access (You choose any available Dr) >>
- Drivers Medical (Book with your family Dr) >>
- Physical (Book with your family Dr) >>

Go Back

Navigation

- Dashboard
- Appointments

My Account

- Account Settings
- Connected Accounts

Technical Support

- Contact Support
- Leave Feedback

11:31 AM
21/02/2019

“All Dr. Access” is useful when your family doctor is unavailable or if your family members see different doctors.

Choose one of the booking options: “Book Now” or “View all Availabilities.”

The “Book Now” option will book you for the next available appointment date and time. If this time is convenient choose this option.

Book a new appointment

LACEY > Regular Appointment (Book with your family Dr)

> Select a provider

Dr. Lloyd Clark
Please arrive 10 minutes early and be sure to bring a valid AB Health card.

Book now: Mon Mar 4, 19 @ 10:00 AM » View all availabilities »

Cardston Medical Clinic 34 2nd Ave West

Go Back

The “view all availabilities” tab will allow you to view every open appointment time and choose one that is best for you. This may be used most often.

If you selected “View all availabilities” you may now select a date and time for your appointment.

Book a new appointment

LACEY > Regular Appointment (Book with your family Dr) > Dr. Lloyd Clark

> Select an appointment

Mar 4 – 6, 2019 3 days month < >

| Mon Mar 4th | Tue Mar 5th | Wed Mar 6th |
|-------------|-------------|-------------|
| 10:00 AM | 10:00 AM | 10:00 AM |
| 10:05 AM | 10:05 AM | 10:05 AM |
| 10:10 AM | 10:10 AM | 10:10 AM |
| 10:15 AM | 10:15 AM | 10:15 AM |
| 10:20 AM | 10:20 AM | 10:20 AM |
| 10:25 AM | 10:25 AM | 10:25 AM |
| 10:35 AM | 10:30 AM | 10:30 AM |
| 10:40 AM | 10:35 AM | 10:35 AM |
| 10:45 AM | 10:40 AM | 10:40 AM |

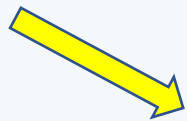
Any Blue button represents an available time slot for an appointment. Click on one to choose it.

Use the “3 day”, “month,” and “< >” to navigate to more date options.

Finalize the details of your appointment by choosing the appointment type and clicking on the blue “submit your request” button.

The screenshot shows a web browser window with the URL <https://portal.healthmyself.net/cardstonmedicalclinic/me#/appointments/new/finalize/29743>. The page header includes "Cardston Medical Clinic" and the user name "LACEY". The navigation menu shows "Home", "Mailbox 1", and "Appointments". The main content area is titled "Book a new appointment" and displays a summary bar for a "Regular Appointment (Book with your family Dr)" with Dr. Lloyd Clark on March 4, 2019 at 10:00 AM. Below this is a "Finalize details" section with the instruction "Please select one of the following:" and three radio button options: "Other", "Prescription Renewal", and "Follow-Up". A prominent blue button labeled "Submit your request" is at the bottom, along with a "Go Back" button. A yellow arrow on the left points to the radio button options with the text "Choose an appointment type". Another yellow arrow on the right points to the "Submit your request" button with the text "Click to submit". The Windows taskbar at the bottom shows the time as 12:34 PM on 21/02/2019.

Choose an appointment type



Click to submit



Click the blue “All done, click here to continue” button to end the transaction and return to the home page.

The screenshot shows a web browser window with the URL <https://portal.healthmyself.net/cardstonmedicalclinic/me#/appointments/new/confirmed>. The page header includes "Cardston Medical Clinic" and a user profile for "LACEY". A navigation bar shows "Home", "Mailbox 0", and "Appointments". The main content area is titled "Book a new appointment" and features a green progress bar with the following steps: "LACEY", "Regular Appointment (Book with your family Dr)", "Dr. Lloyd Clark", "March 4, 2019 10:00 AM", and "Complete". Below the progress bar, a calendar view shows "Monday 04 Mar, 2019" at "10:00 am". A light green box states "Your request has been received". A light blue box contains the appointment details: "LACEY QUINTON", "Regular Appointment (Book with your family Dr)/Dr. Lloyd Clark", an "Other" text field, and buttons for "Add to Google Calendar" and "Download ICS". A yellow arrow points from the right side of the screen to a blue button at the bottom that says "All done, click here to continue".