

# Organize your care and get the support you need

## What is a Patient Portal?

The Navigating Care Patient Portal is a platform to access your medical records, communicate with your clinic via a secure connection, learn about topics related to your health, keep track of appointments and participate in the support community for added support.

## Get to Know Your Patient Portal

Read diagnosis and medication info

Access visit notes, labs, vitals and more

View clinic details and recent updates

Track adherence and symptoms

Find support and connect with others

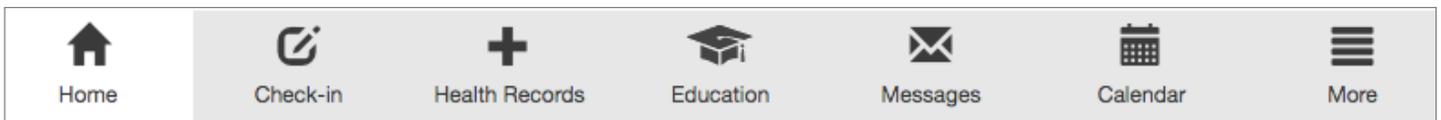
Manage settings or preferences

Track your care team, support and more

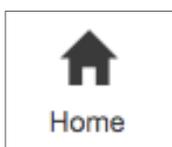
Track appointments and events

Communicate via secure message with your care team

The Menu Bar will help you navigate - this menu bar will appear at the top of each screen:



## The "Home" Tab



Each time you sign in to the portal you will be taken directly to the Home page. You can always click on this tab to return to the home page. Here you will find:

- » Recent updates from your clinic displays visit summaries as well as labs & vitals, once they are available.
- » Upcoming appointments and events, including up to eight week of appointments scheduled at your clinic.
- » Recent activity includes the most recent posts from your support groups and discussions that you're following.

## The “Check-in” Tab



The Check-In tab is a feature that provides the ability to track how you’re feeling from day to day. Unless you are enrolled in the Health Tracker program, this feature is just for your personal use. This can be a helpful tool when taking a new medication or starting a new treatment because you can track any positive or negative effects. Although your clinic cannot see this information through the portal, you can easily print it out to bring to your next appointment. With this tool you can:

- » Enter and track medications by clicking “Manage Meds.”
- » Enter you diagnosis information.
- » Track your well being and symptoms - if you’re not sure what the icons indicate, hover over them with your mouse (not clicking) to see a description - you may get a message to contact your doctor if you have indicated symptoms that may need attention.
- » Enter health values that are customizable depending on what you want to record.
- » Click on “View Check-In Summary” which is located on the upper right side of the screen to see a summary of your check-in - up to four weeks.
- » Click on “Download Summary” which is located on the upper right side of the summary page to print out and share with your provider.

If you would like to learn about **Health Tracker**, a simple way to let your care team know how you are doing and if you are experiencing any side effects, contact your provider.



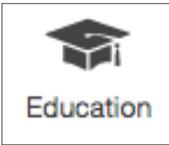
## The “Health Record” Tab

The Health Records tab is where you’ll find visit summaries, lab results, medications, blood pressure & weight graphs, allergies, and health concerns.

You will also find summaries from up to three recent visits. Click on “View Summary” to see a detailed view. Near the bottom of the page you can enter and view Medications, Allergies or Health Concerns, by clicking the “More” button.

The “Blue Button Download my data” allows you to easily print out your health records. By clicking this button you will be prompted to save the document as a PDF and print if you would like.





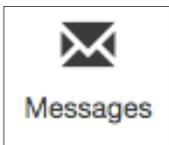
### The "Education" Tab

If you opted-in to receive education, you can go to this tab to find articles about diagnoses, medications, or other information from your clinic. A red number in the upper right corner indicates new information is available.



You can always opt-in for patient education:

- » Hover the mouse over your name in the top right corner
- » From the drop down menu, choose "Settings"
- » Find "Notification Settings" and click on "Edit these settings" to the right
- » Check the first box to enroll in patient education
- » Click "Save changes" at the bottom of the page



### The "Secure Message" Tab

Send a secure message to your healthcare team or support network. The content of your messages are safely stored and can be viewed within the portal environment. You will receive an email notification when a response to your message has been delivered to your portal account. Click "New Message +" to create a new secure message.



### The "Calendar" Tab

The calendar allows to you to view scheduled appointments with your clinic, as well as add your personal appointments or reminders. Clinic visits for the next eight weeks will be added to the calendar, so please call your clinic to confirm any appointments beyond that time.

You can click "Add an Event +" to add items to your calendar.



### The "More" Tab

The "More" tab provides additional selections to view:

- » Your Care Team
- » Your Medical Forms
- » Reports
- » Your Connections

## How to Manage Your Portal Account

In the top right corner of the page, you will see the following drop-down menus:

The image shows three examples of drop-down menus. The first menu, titled 'Cancer Resources', lists 'CANCER ARTICLES' with sub-items 'Breast Cancer' and 'More...', and 'CHEMOTHERAPY ARTICLES' with sub-items 'Chemotherapy Drugs' and 'Treatments'. The second menu, titled 'Community', lists 'Groups', 'Discussions', 'Survivor Stories', 'Resources', and 'Support Network'. The third menu, titled 'Your Name', lists 'Home', 'Profile', 'Settings', 'Sign Out', and 'Help'.

**Cancer Resources** gives you access to articles and resources in the Navigating Care Library. By selecting "More," you will have the ability to search for information by diagnosis, stage or type of treatment, etc.

**Community** allows you to connect with others, join discussions and create a personal network of supporters. Read shared experiences or share your own to help others in the Navigating Care community.

**Your Name** - you will see your name in the upper right corner. When you hover your mouse over it you will have several options to customize and update your profile and your portal experience, change your password and adjust your preferences regarding the many tools available to you.

"Settings" provides access to edit these areas - just click on "Edit these settings":

- » Health Journal Settings: Customize what you want to track daily information
- » Profile Page Settings: Make updates to information about yourself
- » Profile Privacy Settings: Customize how others see your profile on Navigating Care
- » Account Email & Password: Change your email address or reset your password
- » Notification Settings: Configure email notifications you receive from Navigating Care

Clicking on "Help" allows you to send an email to Navigating Care if you are experiencing technical difficulties in using your Patient Portal. You can also call Navigating Care at (800) 925-4456. Business hours are Monday to Friday, 8am to 5pm Pacific Time.