

### **CREATING PATIENTS**

• Log into the Admin Portal and click the Patient Button on the left-hand side of the page. On the top right-hand side of the Patient's page, click the blue New Patient button.

← → C	v/backend/p	atients?page=88	Rstatus=active					x 🛃 🛚
RemetricHealth	Pati	ients	Select start date	— Select end date 📋 👱 🛛	Active Patients 👻 🗸	Search	Pati	New patie
Tablet/Transactions Assessments	Batch Mark	Actions: active 👻						Updat
Disclaimers		First Name	Last Name	Email	Spiro PD	Tablet	Tablet Alerts	
Accounts		Betsy	Rinkes	brinkes58@aol.com	1719GY0275		On	Reset Pin Numb
Tablets		Brad	Johnson	bjohnson@pmd-healthcare.net	1719GY0231		On	Reset Pin Num
Spiro PD Devices		004	004	1719gy0348@mypmd.com	1719GY0348		On	Reset Pin Num
Affiliates		Gary	Williams	mandl@insight.rr.comc	1719GY0179		On	Reset Pin Num
Patients		Chris	Neher	lilcmom@gmail.com	1719GY0329		On	Reset Pin Num
Providers		Peter	Bucciarelli	petebucc@yahoo.com	1725GY0016		On	Reset Pin Num
Admins		Noelia	Whitlock	swhitlock6@aol.com	1725GY0019		On	Reset Pin Num
SMS/Email admin		Tarek	Zaher	tarek.zaher@indstate.edu	1725GY0012		On	Reset Pin Num
Reports		Nancy	Gribb	ngribbb@gmail.com	1725GY0020		On	Reset Pin Num
		Kevin	Quigley	kevinclarguigley@gmail.com	1725GY0008		On	Reset Pin Num

• A New Patient page with editable fields will open. The fields marked with a red asterisk are mandatory, all other fields are optional.

New Patient			Back
ields marked with an asterisk (*) are requi	red		
Demographics			
First name*		Last name*	
Birth date		Gender Not Specified *	
Weight	Height feet	Height inches	
Primary diagnosis Type to se	arch •	Secondary diagnosis Type to search	
Custom ID			
Contact Information			
Phone		2nd phone	
Emergency contact		Phone	

# RemetricHealth

- Complete the necessary fields. Under the Assignments Section, make sure to select the appropriate connectivity option.
  - **Cellular:** Samsung tablets with a cellular connection
  - Wi-Fi: Samsung tablets with a Wi-Fi only connection
  - **Mobile App/Web Portal:** If the patient is using the mobile app or needs to have login credentials to log into their biometrics portal, select this option.

Affiliation * Type to search		Connectivity	Cellular	•	
			Cellular		
Tablet Type to search	•	Pin number	Wi-Fi Mobile App/ Web Portal		
Alerts On	*	Spiro PD Ty	pe to search	*	
PCP/ Case manager		PCP/ Case manager phone			
Enrollment start date		Set up/educa	tion date		
Kit type		Optional kit n	umber		
Managers Type to search					

• When all fields are complete, ensure you select Create User at the bottom of the page to save the information.

#### **CREATING PROVIDERS**

• Log into the Admin Panel and select the Providers tab on the left-hand side of the page.

## RemetricHealth

• On the top **right**-hand side of the page, select the blue button labeled New Provider.

RemetricHealth	Pro	vider	elect start date  📛	— Select end date 📋 👤	Q Customercare	New provide
bringing heathcare home						
Tablet/Transactions	Batch Mark	Actions: active				Update
Assessments						
<u>Disclaimers</u>		First Name	Last Name	Email	Affiliation	
Accounts	0	Customer	Care	customercare@mypmd.com	RH- Morris Ct	Reset Password
<u>Tablets</u>	0	SpiroPD	Demo	customercare@spiropd.com	MONARC BIONETWORKS	Reset Password
Spiro PD Devices		CA	Test 0611	customercare@pmd-healthcare.com	PMD Healthcare	Reset Password
Affiliates						
Patients						
Providers						
Admins						
SMS/Email admin						

• A New Provider page with editable fields will open. The fields marked with a red asterisk are mandatory.

D	omo	tricUpolth
Ν	eme	
	New Provider	
	Affiliation*	Type to search
	First name*	
	Last name*	
	Email *	
Access to all account patients	Phone	
	Assigned patients	Type to search
	Assign all account patients	
Access to only patients under assigned affiliation	Assign all affiliate patients	
	Custom ID	
	Password	
	Password confirmation	
		Create User

- Click Create User at the bottom of the page to save the provider. An email with a reset password link will be sent to their email to reset their password.
- If the Provider does not receive that email, or if the link expired, have them go to https://portal.remetrichealth.com/forgot-password to resend it.

## **CREATING ADMINS**

- Admins are created by RemetricHealth staff. Kindly email customercare@remetrichealth.com the following of the individual that needs Admin Access:
  - First & Last Name
  - Email Address
  - Affiliation



• Access Type: Access to all account patients, or access to patients only under their assigned affiliate.