Employee Health Clinic Appointment Guide

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Booking an Employee Health Clinic Appointment

Logging into MyHealthConnect

- 1. Navigate to the University Health and Counseling Services Website; listed on the department website is the MyHealthConnect resource link.
- 2. Click on this link to get to the MyHealthConnect webpage.

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CASE WESTERN RESERVE
Division of Student Affairs
About v Counseling v Health v Student v Medical v Release of Information/ v MyHealthConnect Services Vellness Plan Records MyHealthConnect
UH&CS STATEMENT- JANUARY 30, 2023GET HELP QUICKLYUniversity Health and Counseling Services acknowledges the recent and multiple incidences of mass shootings and violence occurring in the US. Multiple communities have been negatively affected— particularly BIPOC communities.On-Campus Emergencies 216.368.333The police killing of Tyre Nichols and body camera footage are disturbing and upsetting. As you read
HEALTH ALERT- FEBRUARY 1, 2023
vomiting and/or diarrhea. These symptoms are often caused by norovirus, a highly contagious but relatively benign viral infection. Norovirus is not the same as SARS-CoV-2, the virus that causes COVID-19.

3. On the MyHealthConnect webpage, sign in using your provided case network id and password.



The Single Sign-On service allows you to enter your CWRU Network ID and passphrase to access multiple resources within the Case Western Reserve University network.

WARNING: This is a private system. Unauthorized access to or use of this system is strictly prohibited. By continuing, you acknow ledge your awareness of and concurrence with the <u>Acceptable Use Policy</u> of Case Western Reserve University. Unauthorized users may be subject to criminal prosecution under the law and are subject to disciplinary action under University policies.

4. Once the webpage accepts your provided login information, a duo request will appear asking you to approve the login. Approve this Duo Request.

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		■ Settings
	Send Me a Push	
	Call Me	
	Enter a Passcode	
Remember me f	or 120 hours	

NOTE: If you are not setup with Duo it may either prompt setup of two-factor authentication or automatically jump you to the next step.

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CASE WESTE	KN RESERVE TY EST 1826 Sign-On
Authentication requested serv	i with Duo is required for the vice.
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	Send Me a Push
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	Cancel this Request

5. Provide your date of birth to confirm your identity matches our health record.

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MyHealthConnect	
Welcome back! To confirm your identity, you must provide the following additional personal information:	
Date of Birth:	
Date of Birth	
ММ/ФФ/ҮҮҮҮ	
Proceed Cancel	
	CWRI Liniversity Health & Counseline Services
Powered by Point and Click Solutions © 2023	Health Services 216/368-2450 Counseling Services 216/368-5872

Booking an Appointment

1. Click on 'Schedule or Check Into An Appointment' on the MyHealthConnect homepage.

NOTE: This can also be done by clicking on the 'Appointments' tab on the left-hand side of the screen.

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MyHealthConnect		≙ Test Patient 107 →
Home Medical Clearances Not Southed	Home for Test Patient 107 You last logged in: 5/25/2023 10:57 AM (# Log Out	
Health History Need to Review	I would like to	
Appointments	Enter My COVID-19 Vaccination Information	
COVID Testing Kit	Schedule or Check Into an Appointment	
Groups/Workshops	Send or Read a Secure Message	
Referrals		
Handouts	Complete a Survey	
Messages	COVID Testing Kit	
Letters		
Downloadable Forms	University Health & Counseling Services is dedicated to providing care for students.	
Insurance Waivers	 If you would like an appointment with Health Services, <u>schedule an appointment online</u> or call (216) 368-2450. If you would like an appointment with Courseling Services, <u>schedule an appointment online</u> or call (216) 368-5872. 	
Insurance Card	Please use MyHealthConnect to request rehills and send messages to your provider. Do your proof to:	
Survey Forms	Upload immunizations?	
Account Summary	Refill a prescription? Send a mossage?	
Medical Records	Complete a form? Get a TB Test?	
Immunizations	Pay a DIIZ I Advanced Options	
🕞 Log Out	You are seeing this link because your patient record is configured as a testing record.	
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	CWRU University Health & Counseling Services	-

2. Select "Schedule an Appointment".



3. Select "I would like to schedule an appointment with the Employee Health Clinic".

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MyHealthConnect	🛦 Test Patier	nt 107 -
Home Medical Clearances Ret Sendual	If you are experiencing a life threatening emergency and you are on the CWRU campus, call 216-368-3333. Otherwise call 911.	
Health History Need to Review Appointments Consent Forms	Please select the most appropriate option: O I would like to schedule a QOVID-19 vaccination. O I would be to schedule an apportment with the Employee Health Clinic O J would be mode an apportment with the Employee Health Clinic	
COVID Testing Kit Groups/Workshops	I would like to make a Counseling Services appointment. Continue Cancel	
Referrals Handouts Messages		
Letters Downloadable Forms		
Insurance Walvers Insurance Card Survey Forms		
Account Summary Medical Records Immunizations		
(+ Log Out	CWRU University Health & Counceling Services Powered by Point and Click Solutions © 2023 Health Services (216768-2450	_

4. Select if you would like to schedule a "Medical Care Visit" or "Mental Health Visit".

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MyHealthConnect	▲ Test Patient 107 •
Home Medical Clearances Conserved Home Medical Clearances Conserved Health History Conserved Con	PLEASE NOTE E Employee Health Clinic visits are available only to those facility and staff members who have the CWRU Medical Plan through Medical Mutual or CLE-Care. The Employee Health Clinic is open Monday through Friday from 7 am to 1 pm and will be closed on all University holidays. The Employee Health Clinic is located in Health Services Clinic C: 2124 Cornell Road (First Floor Please visit this page for more information about the Employee Health Clinic. ** Individuals who need pre-employment screening, immunizations fvaccines//Itters for work, or are seeking documentation of a work-related injury should call 216.368.2450 to speak with one of the nurses during clinic hours. Your visit will be scheduled in a separate clinic. Select One Medical Care Visit Medical Visit Continue Cancel
Immunizations	
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5. Once you select your appointment option, you will see some common questions asked. Select "Continue".

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6. Specify an "Appointment Reason". This will be communicated to our staff to give further details into the purpose of your appointment.

Specify Appointment Reason × +		~ – a ×
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MyHealthConnect		🚢 Test Patient 107 👻
Home	Specify Appointment Reason	
Medical Clearances Not Satisfied		
Health History Need to Review	Reason for appointment	
Appointments		
Consent Forms	Continue	
COVID Testing Kit		
Groups/Workshops		
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Account Summary		
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7. Provide your race and/or ethnicity. Select "Continue".

Race/Ethnicity - MyHealthConne: X +					~ - ø ×
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Account Summary					
Medical Records					
Immunizations					
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8. MyHealthConnect will now search for an available appointment using your provided information.

Schedule Appointment × +	v - 0 :
- → C ∩ a myhealthconnect.case.edu/appointments_book_ Case Homepage M Email PNC 0 PNC Solutions Guide Uni	ist_available.aspx?locationid=&startDate=05%2?25%2?2023&time15tart=&time1End=&time2Start=&time2End=&&dMon=&&ist_e=&&istWed=&istTu==&&istTu=&&i
lyHealthConnect	▲ Test Patient 107 -
Home	Schedule Appointment
Medical Clearances Not Satisfied	Appointments available to book via the web:
Health History Need to Review	Set search start date: 05/25/2023
Appointments	Visit: Type: EMP ACUTE CARE
Consent Forms	Specified Reason: - test
COVID Testing Kit	Search for appointments
Groups/Workshops	
Referrals	Continue
Messages	No Primary Care Clinician is currently specified for this Patient.
Letters	Appointments available with your Other Clinicians
Downloadable Forms	O Friday, May 26, 2023 9:30 AM (20 min) BROWN, TAVIEON at UNIVERSITY HEALTH SERVICES CLINIC C
Insurance Waivers	O Friday, May 26, 2023 9:45 AM (20 min) BROWN, TAVIEON at UNIVERSITY HEALTH SERVICES CLINIC C
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- 9. Select the appointment time that fits your needs and availability. Once selected, press "Continue".
- 10. Confirm your appointment details via the subsequent window. Press "Confirm" to formally book the appointment.

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Groups/Workshops Referrals Handouts Messages Letters	Confirm Retry Cancel	Confirm the selected appointment and return to your appointment listing. Return to the previous page and select another appointment. Cancel selection of this appointment and return to your appointment listing.	
Downloadable Forms Insurance Walvers Insurance Card Survey Forms Account Summary Medical Records Immunizations			
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11. A confirmation page will appear. This is the end of the booking process. **NOTE:** You will receive a confirmation email associated with your account. The generated QR code can be provided at the time of your appointment to facilitate and expedite check-in.

