

## Accessing The Doctors Clinic Physician Connect

The Doctors Clinic's commitment to excellence in patient care presents healthcare providers in our community access to electronic health records. Here's how:

### Client Requirements:

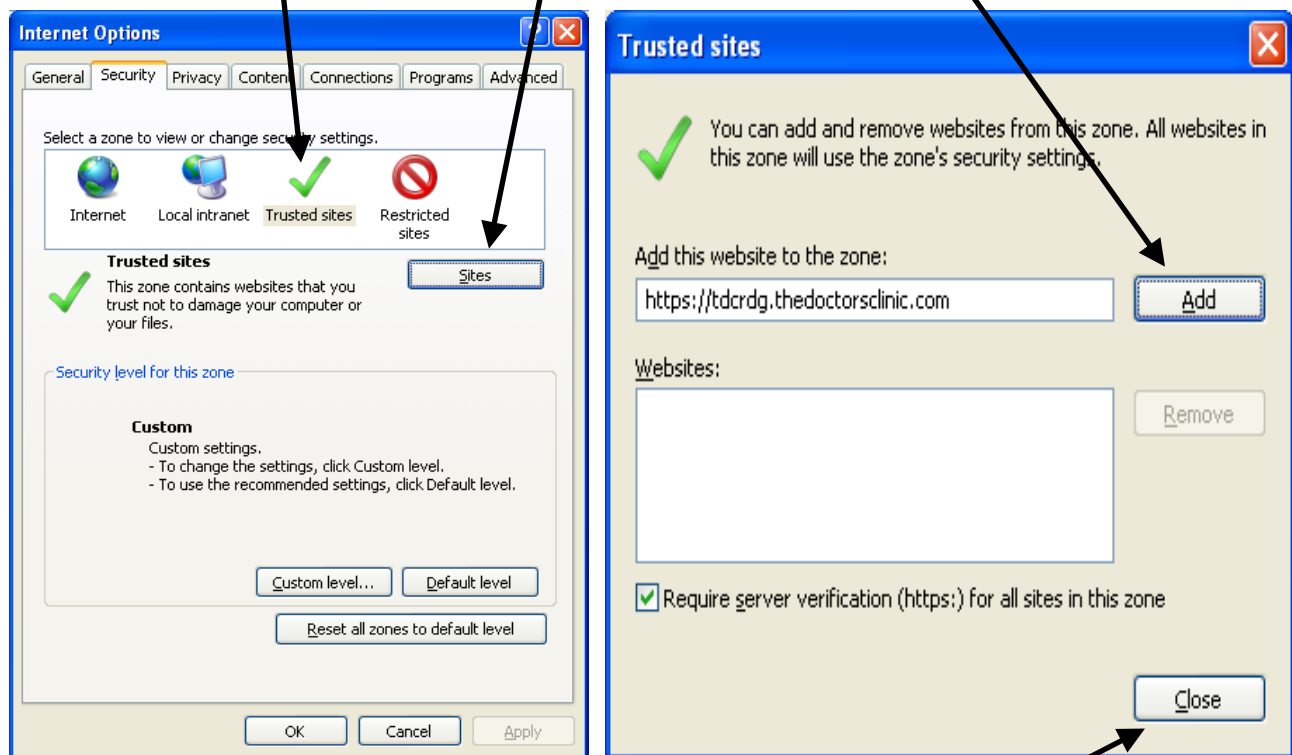
- Recommended OS is Windows 7. Minimum requirement is Windows XP, SP3.
- If running XP, SP3; you may need additional support to update Remote Desktop Connection client to version 7.
- Possible ActiveX component install, which will require local administrative rights.

1. Open a web browser and type in the secure site URL in the address bar:

<https://tdcrdg.thedoctorsclinic.com/rdweb>

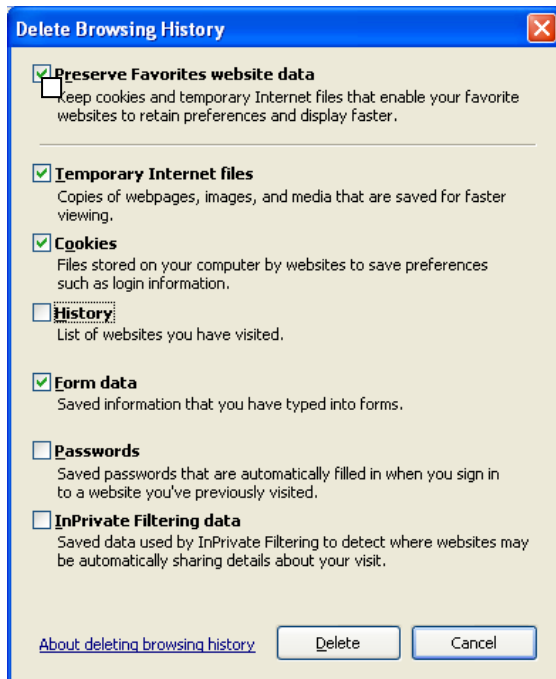
2. On the menu bar click on Tools, then on Internet Options and then on the Security tab.

a. Click on Trusted sites and the Sites button. Then click on the Add button.



Then Close.

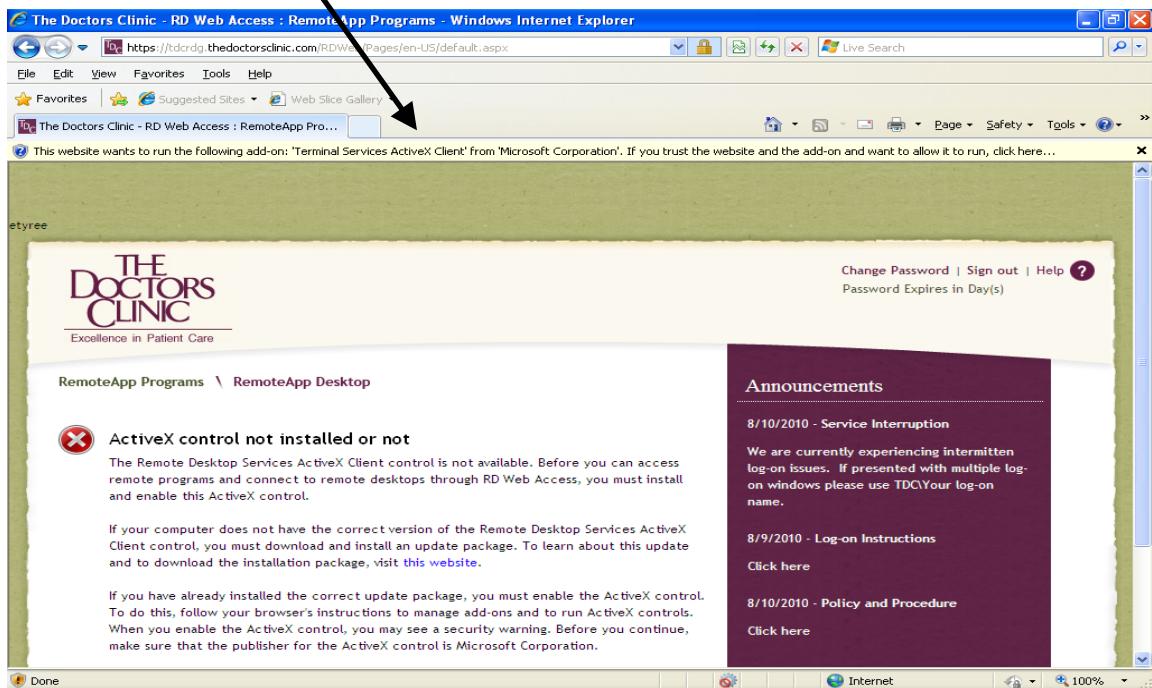
3. Click on the General tab. In the Browsing History section click on Delete.



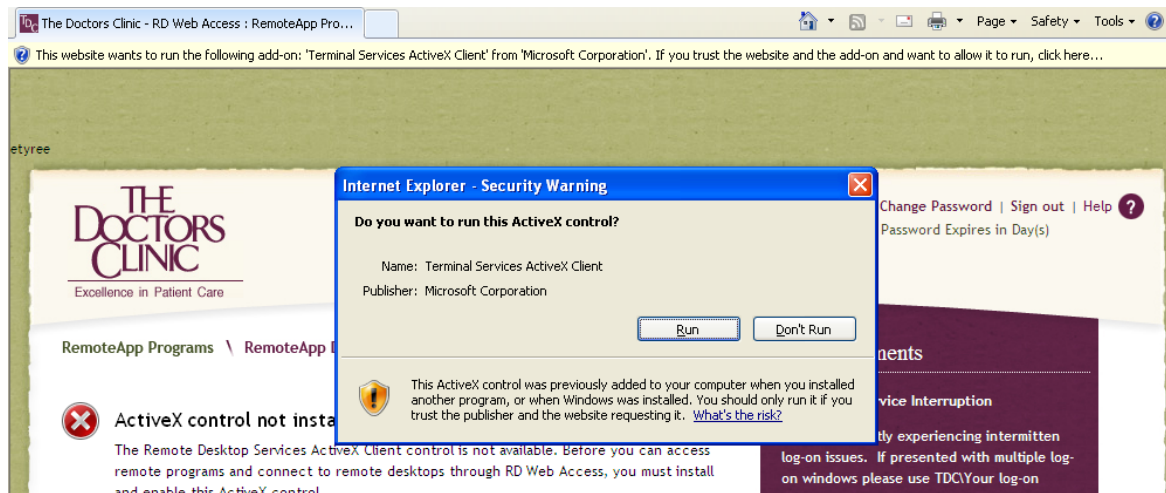
Check these boxes and click Delete. Then click OK.

4. Log in with the username and password that were emailed to you.

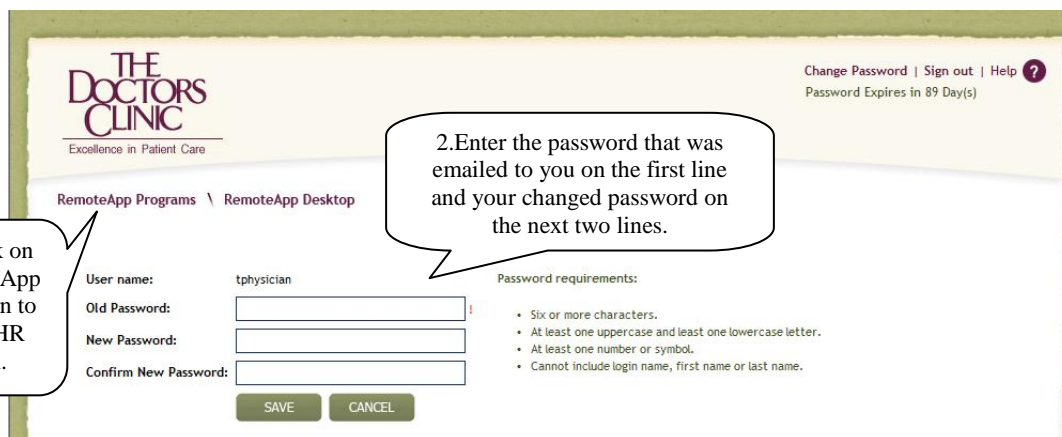
5. Right-click the yellow bar on the top of the web page and select "Run Add-On".



6. When prompted, click the **Run** button.



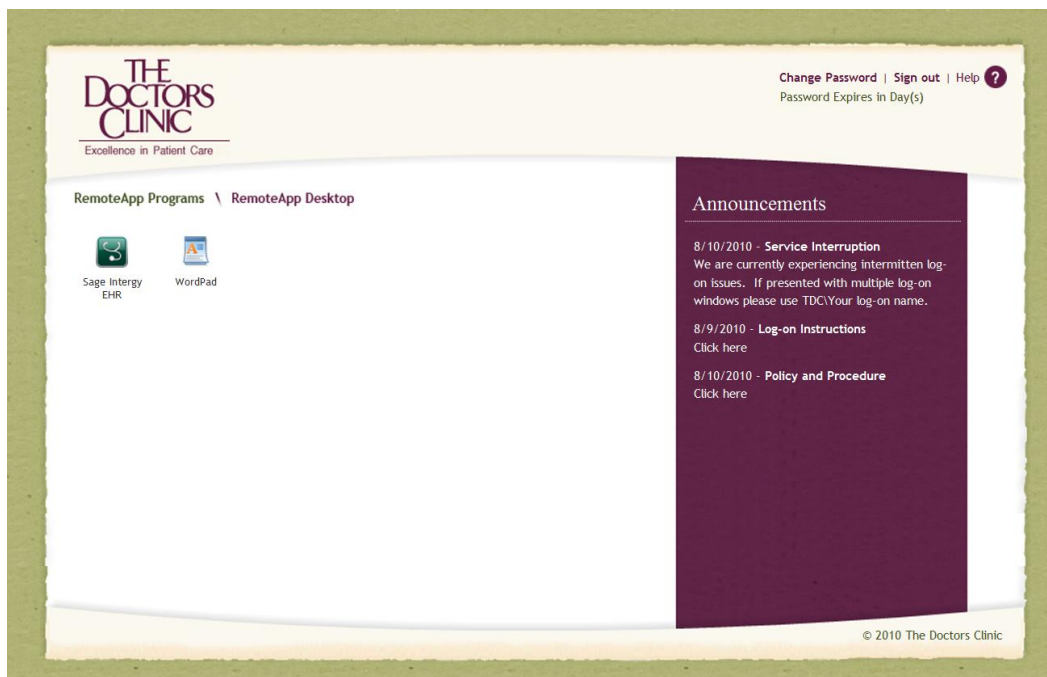
7. The first time you log in you will need to change your password. Reminder: It must be at least 6 characters in length and contain a least one upper and lower case letter, number or symbol and cannot include your login, first or last name. Your password will expire every 90 days.



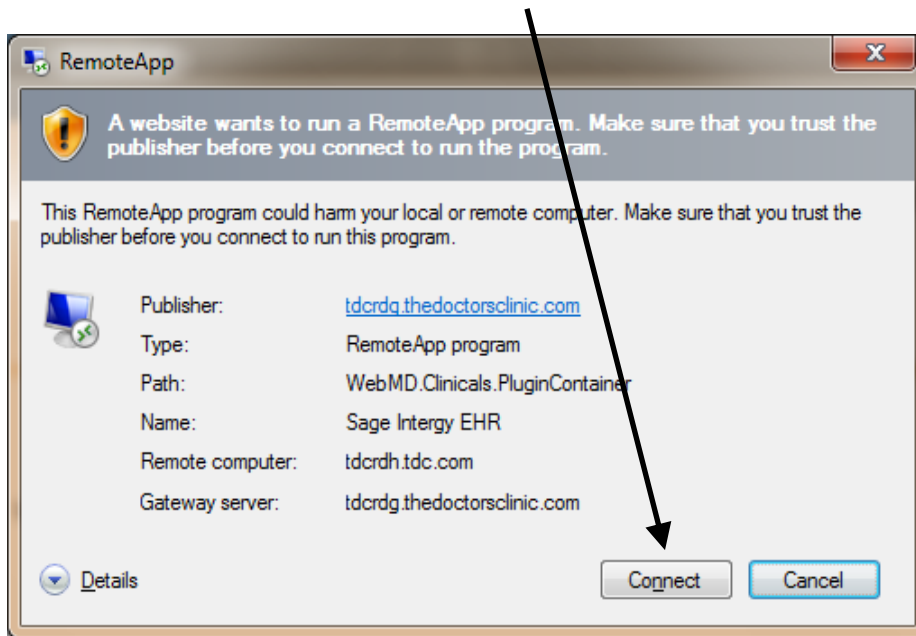
8. You **may** also see the Windows box after you logon to Physician Connect. Please enter your user id in the format shown below.



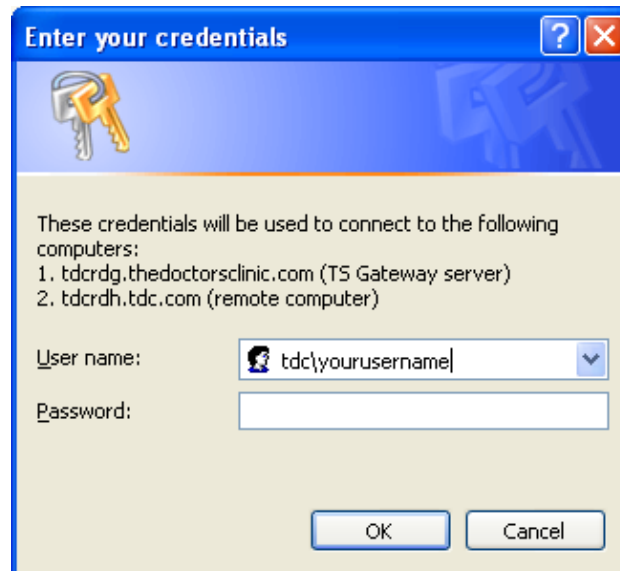
9. Click once on the icon **Sage Intergy EHR**.



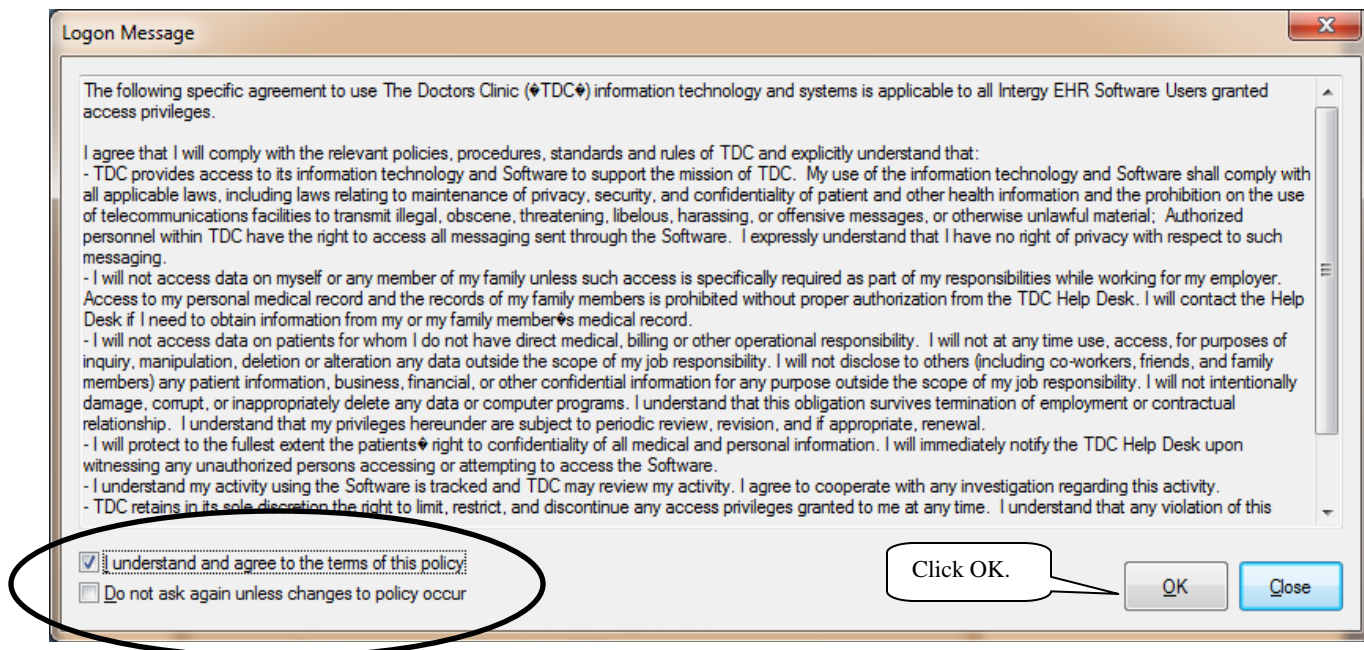
10. When the RemoteApp window opens, click **Connect**.



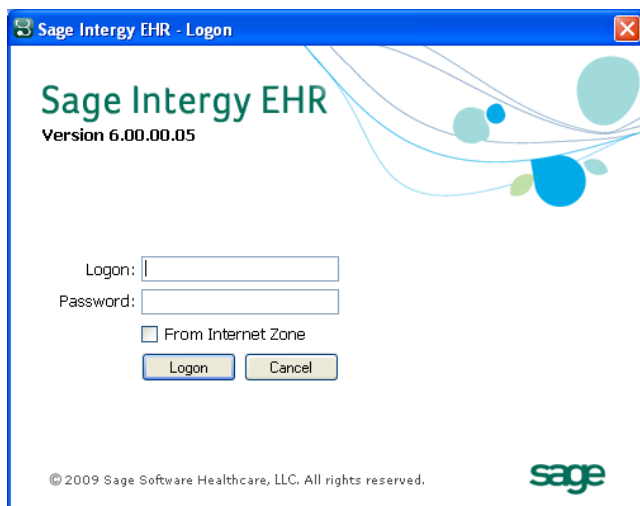
11. You may receive another Windows box after you click on Sage Intergy EHR. Please enter your user id in the format shown below.



12. You will receive the user agreement with a couple of check boxes to acknowledge.



13. Shortly you'll receive the application login screen. Here you need to enter the login credentials that were provided to you for the application. This is the log in screen. **Do not check "From Internet Zone"**.



With your new account access you will be able to quickly locate and view our patients' medical information. You've been provided logon credentials with your account activation notification.

14.

**Sage Intergy EHR - The Doctors Clinic, APC - Angie Vogel**

IEHR Patient Tools Setup Medscape Reports Help

Provider Desktop Patient Chart Orders/Charges Encounter Note OB Chart

<No Patient>

My Dashboard Appointments Hospital Rounds Tasks Open Encounters Open Orders

**Appointments** 07/07/10

**Tasks**  Show Detail  Only High Priority

- Account Change (1 item)
  - 1 04/15/10 Account Change
- Appt Scheduler (1 item)
  - 2 05/10/10 Appt Scheduler
- Correspondence (1 item)
  - 2 06/16/10 1 Oncol Tickey
- Customer Service (1 item)
  - 2 03/17/10 Customer Service
- Doctor to Staff (1 item)
  - 2 06/25/10 transfer of tasks
- Help with Intergy (2 items)
  - 2 04/09/10 Help with Intergy
  - 2 04/25/10 Help with Intergy
- Hold Claim (1 item)
  - 1 05/05/10 Hold Claim

**Open Encounter Notes**

Click on the open folder icon to search for a patient record. Type in the patient's last name, comma, and first name. You can also search by DOB or SSN.

15. The Patient's EHR Chart:

**Sage Intergy EHR - The Doctors Clinic, APC - Angie Vogel**

IEHR Patient Tools Setup Medscape Reports Help

Provider Desktop Patient Chart Orders/Charges Encounter Note OB Chart

**Test, Training Thomas** 12/12/1950 59y F

Summary Patient Info Tasks Documents Health Problems Meds Allergies Vitals Lab Results Images Clinical Hx Immunizations Flowsheets Misc Hx Interop Er

View: All Items Advance Directives Exist  Show only

Documents	Description	Status	Provider
06/28/10	[Patient Encounter]	WIP	Rice, Preston A. MD
06/28/10	[Patient Encounter]	WIP	Rice, Preston A. MD
06/10/10	[Patient Encounter]	WIP	Montalbano, Michelle M. MD
05/19/10	[Patient Encounter]	ARC	Sudduth, Lynn S. MD
05/19/10	General Letter WCC	ARC	Sudduth, Lynn S. MD

Appointments	Description	Provider
04/28/11	Office Visit	Hegewald, Michael G.
04/28/11	Office Visit	Hegewald, Michael G.
12/23/10	Office Visit	Banzer, John A. MD
12/23/10	Pacer Check	Hegewald, Michael G.

Images	Description	Type	Pages
05/14/10	DSHS Monthly Coupon	FIN	2
04/08/10	Legal Documents	ACTIVE	1
02/12/10	PIF	PIF	2
02/12/10	PIF	PIF	1
02/01/10	02/01/10	PHOTO	1

Allergies	Type	Onset
Accupril	Intolerance	03/05/10
ACE Inhibitors	Allergy	02/03/09
Acyclovir	Allergy	01/30/09
adhesive	Allergy	01/12/09
Advicor	Allergy	11/19/08

Lab Tests	Description	Status
04/08/10	NOTE	
04/06/10	A1C	
09/22/09	Act Diff CBC (BI)	Abnormal
09/22/09	NOTE	
08/07/09	Act Diff CBC (BI)	

Medications	Dosage
1st Choice Lancets Thin MISC	uud 0 days, 0 refills
1st Choice Lancets Ultra Thin MISC	0 days, 0 refills
1st Choice Lancets Ultra Thin MISC	1bid 30 days, 0 refills
7-Keto DHEA POWD	1po 0 days, 0 refills
Abacavir Sulfate 20 MG/ML SOLN	1qd 0 days, 0 refills

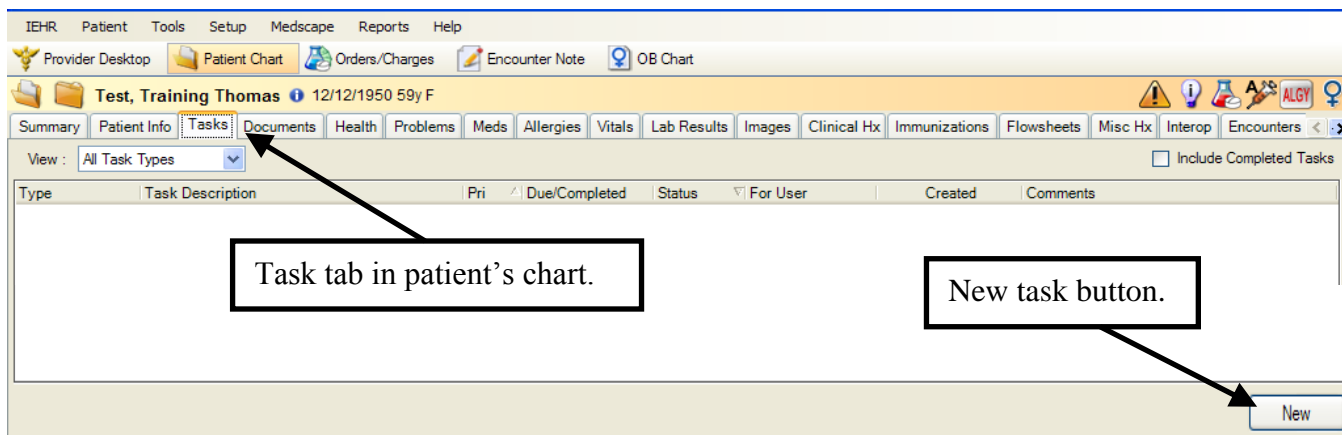
Medical Hx	Updated
History of cosmetic surgery	04/06/10
LMP:	04/05/10
History of hyperlipidemia	08/25/09
A positive Pap smear and a previous positive two or more years ago	05/17/09

Orders	Pri	Due/Closed
PT Evaluate and Treat	2	05/05/10

Tasks: No Data Found

The chart will open on the Summary Page. This will give you a quick view of important information. Clicking on any words that are in blue will open a new window with more detailed information. Click on any of the tabs to open a full page view. "Documents" is where you will find treatment notes from TDC physicians. "Images" is where you can view documents that were scanned into the chart (also the original paper chart).

16. To send a task message to one of the TDC providers, click on the “Tasks” tab of the chart. Click on the “New” button at the bottom of the page.



- 17.

The 'New Task' dialog box is shown with the following fields:

- Type: Doctor to Doctor
- To User: Brian Wicks, M.D.
- Desc.: Doctor to Doctor
- Priority: Medium
- Due: 04/06/2010
- Note: Today I saw your patient in the ER...

Buttons: Add Multiple, Save, Cancel

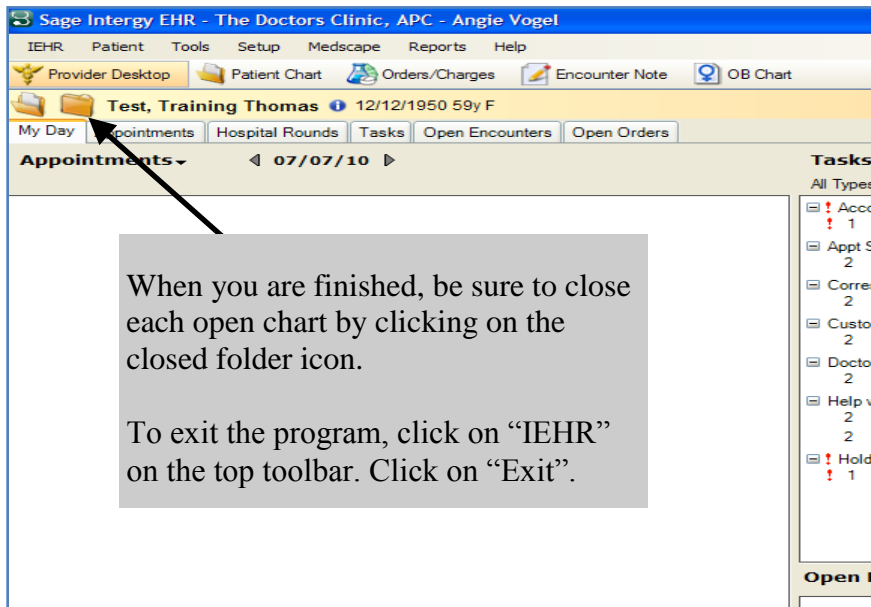
In the New Task window use the drop-down arrow to select a task type of “Doctor to Doctor”. In the “To User” field use the search box to select one of our physicians.

In the Notes field you can type a specific message that will be sent to the provider’s desktop when you click on “Save”.

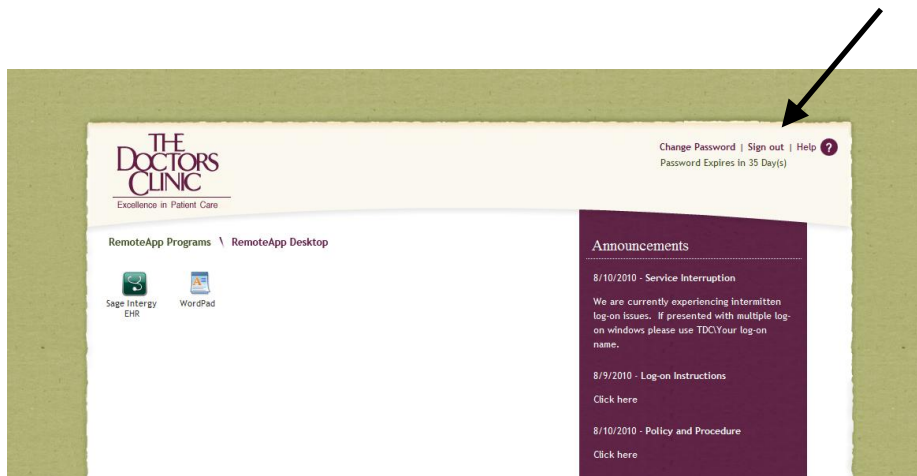
**Be sure to include your contact information if you want a response back.**

This note will become a permanent part of the patient’s electronic health record.

18.



**At the completion of your Physician Connect session, please remember to Sign Out.**



If you have any problems accessing your account please contact us during regular business hours:

**Monday – Friday, 8:00 am to 5:00 pm**

**EHR Help Desk: 782-3947**

or

**[ehr@thedoctorsclinic.com](mailto:ehr@thedoctorsclinic.com)**