



PARAGON
ORTHOPEDIC CENTER

GRANTS PASS, OREGON



Welcome to the
Paragon Patient Portal

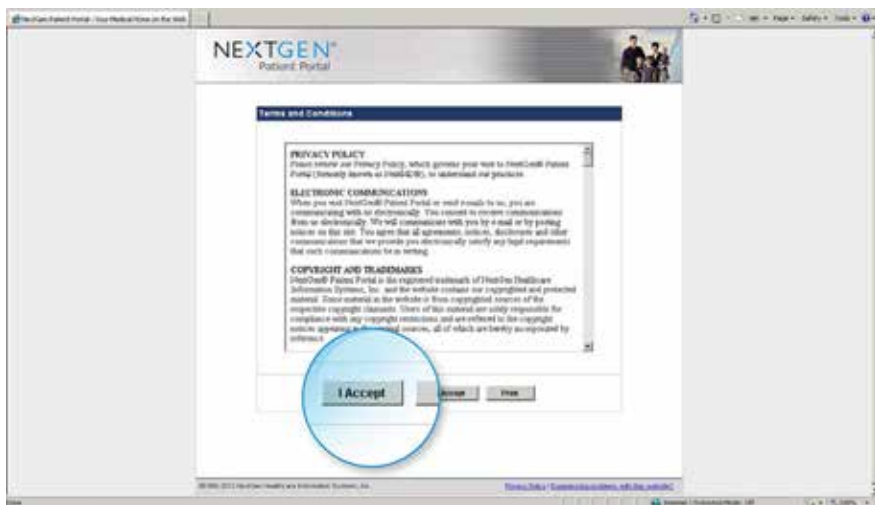
You're about to find out just how easy it can be to communicate with Paragon Orthopedic Center, schedule appointments, take control of your medical information, and more. Using this quick reference guide, find out how simple it is to start using the Portal. If you have questions about the Portal, please contact our office.

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How to Sign Up

You received an email with a link to the NextGen® Patient Portal from Paragon Orthopedic Center. To enter the Portal, follow this link. Review the Terms and Conditions, then click, **I Accept**.



If this is your first time using the Portal, click **Enroll Now** to create your user name and password. If you are an existing user and already have a user name and password, enter it, then click **Log In**.

WELCOME TO NEXTGEN PATIENT PORTAL

My Health Login

User Name:

Password:

User name and password are case sensitive

Log In

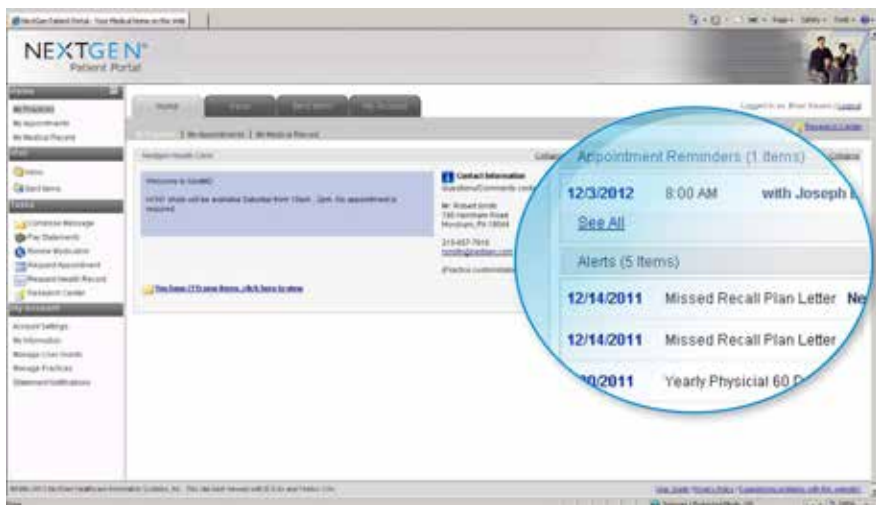
Forgot my user name?

Enroll Now

View privacy information

Congratulations! You're in the Portal.

From your **Greeting** screen, you can see your reminders and alerts in the right-hand navigation bar. From here, you can access messages from Paragon Orthopedic Center.

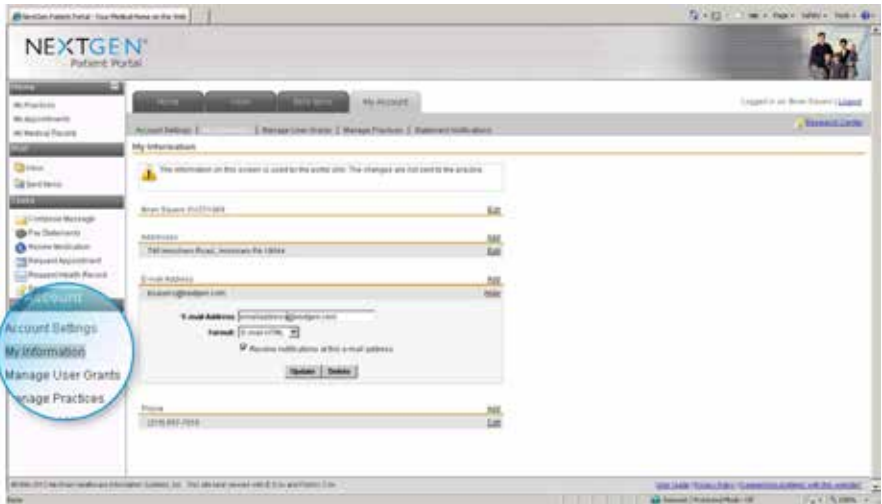


The screenshot displays the NextGen Patient Portal interface. The main content area shows a message: "Message & Action: 12/13 alerts will be emailed (subject line: 'Alert: Up appointment is missed')." To the right, there is a "Contact Information" section for Dr. Joseph D. ... with a phone number 215-482-7416 and email info@paragonortho.com. A blue circular callout highlights the "Appointment Reminders (1 Items)" and "Alerts (5 Items)" sections. The "Appointment Reminders" section lists one item: "12/3/2012 8:00 AM with Joseph D. ... See All". The "Alerts" section lists five items, including "12/14/2011 Missed Recall Plan Letter" and "12/14/2011 Missed Recall Plan Letter".

Appointment Reminders (1 Items)		
12/3/2012	8:00 AM	with Joseph D. ...
See All		

Alerts (5 Items)		
12/14/2011	Missed Recall Plan Letter	Ne
12/14/2011	Missed Recall Plan Letter	
12/10/2011	Yearly Physical 60 D	

Please note: when a new message is available in the Portal, you will also receive an alert sent via text or email to the personal account of your choice. To set up or change the type of notification you receive, in the left-hand navigation bar, under **My Account**, click **My Information**. From here, you can set your preferences.



How to Make/Confirm an Appointment

In the left-hand navigation bar, under **Tasks**, click **Request an Appointment**. Select your parameters. Click on **Address** to view Paragon Orthopedic Center on a map. When you are finished entering your information, click **Submit**.

The screenshot shows a web application interface for requesting an appointment. The left-hand navigation bar is visible, with the 'Request App' option circled in blue. The main content area displays a 'Request Appointment' form. The form includes a 'WorkSite' dropdown menu, a 'Send as text of' dropdown menu, and a 'Request Appointment' button circled in blue. Below these fields, there are sections for 'Category' (set to 'Appointment'), 'No. of times per week' (set to '1'), and 'Subject' (set to 'Letter'). The 'Message' field contains the text 'I am not grateful when being called? Please see - Blue' and is circled in blue. At the bottom of the form, there is a 'Submit' button circled in blue. A warning message is visible at the bottom of the form, stating: 'Warning: After a 30-day period, you will lose access to your account. Please contact your administrator for more information.' The top of the page shows the user is logged in as 'John Smith' and the page title is 'Request Appointment'.

How to Make a Payment

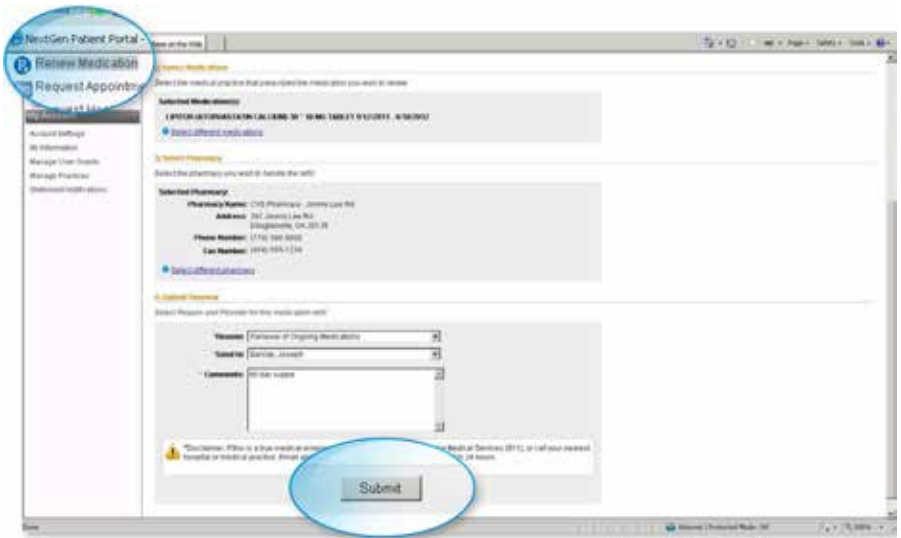
From the left-hand navigation bar, under **Tasks**, click **Pay Statement**. Enter your payment information and click **Make a Payment**. Once you successfully submit your payment, a confirmation screen will appear. You can print a receipt, if desired.

The screenshot displays the NextGen Patient Portal interface. On the left, a navigation menu lists various tasks, with 'Pay Statements' circled in blue. The main content area shows a patient's account information, including the name 'Sauer, Brian', address, and a 'Make a Payment' button, which is also circled in blue. Below the button, there is a table of recent statements with columns for dates and 'View Statement' links.

Date	Statement Type	Action
12/22/2014	Latest Statement	Click to view this statement
1/29/2015		Click to view this statement
3/2/2015		Click to view this statement
3/14/2015		Click to view this statement

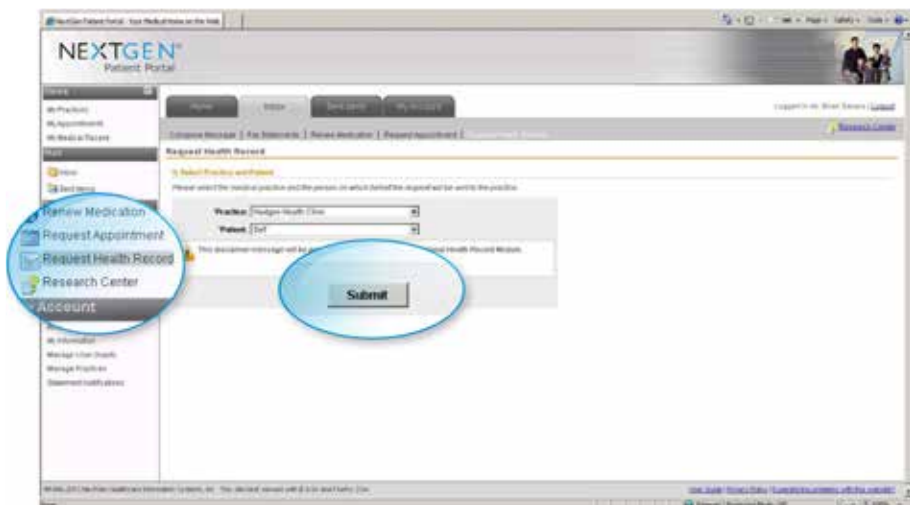
How to Renew Medication

From the left-hand navigation bar, click **Renew Medication**. You will see all active medications prescribed by Paragon Orthopedic Center. Fill in your medication information, and click **Submit**.



How to Request a Health Record

From the left-hand navigation bar, under **Tasks**, click **Request Health Record**. Enter your information and click **Submit**.



You will receive your record via the **My Medical Record** tab in the left-hand navigation bar. From here, you can export your record.

The screenshot displays the NextGen Patient Portal interface. On the left, a navigation bar contains several tabs: 'My Appointments', 'My Medical Record', and 'Mail'. The 'My Medical Record' tab is circled in blue. The main content area shows a 'Continuity of Care Document (C32)' for a patient named Brian Savers, created on September 30, 2011. The document includes patient information such as address (715 Hordons Road, Hordons, PA, 17044), birth date (January 27, 1969), and gender (Male). A 'Table of Contents' section lists various medical history items like 'Problems', 'Family History', 'Social History', 'Allergies', 'Medications', 'Immunizations', 'Results', 'Vital Signs', 'Procedures', 'Encounters', and 'Advance Directives'. A 'Payers' section is also visible at the bottom.

Continuity of Care Document (C32)
Created On: September 30, 2011

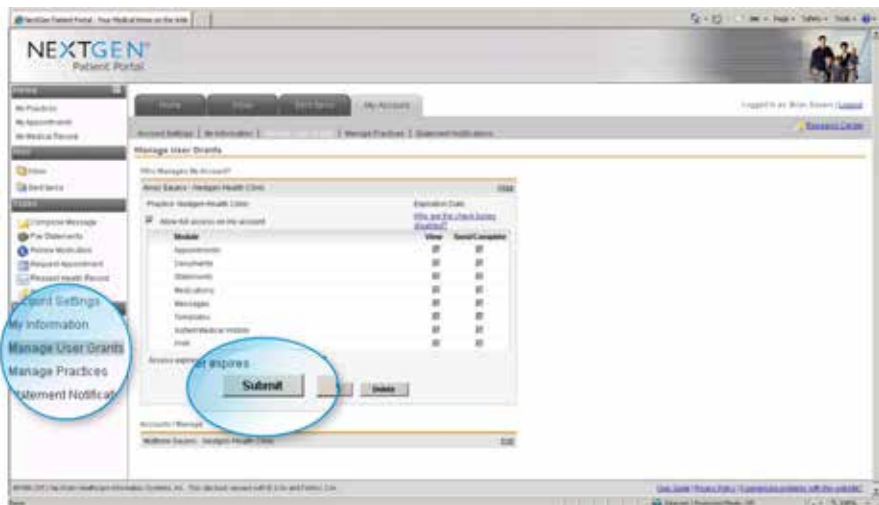
Patient: Brian Savers 715 Hordons Road Hordons, PA, 17044 tel: +1-212-5777511	MEN:1248
Birthdate: January 27, 1969	Sex: Male
Guardian:	Next of Kin:

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- [Problems](#)
- [Family History](#)
- [Social History](#)
- [Allergies, Adverse Reactions, Alerts](#)
- [Medications](#)
- [Immunizations](#)
- [Results](#)
- [Vital Signs](#)
- [Procedures](#)
- [Encounters](#)
- [Advance Directives](#)

[Payers](#)

If you are a parent or guardian, you can request a record for your dependent. In the left-hand navigation bar, under **My Account**, click on **Manage User Grants**. Enter your information, and click "Submit."



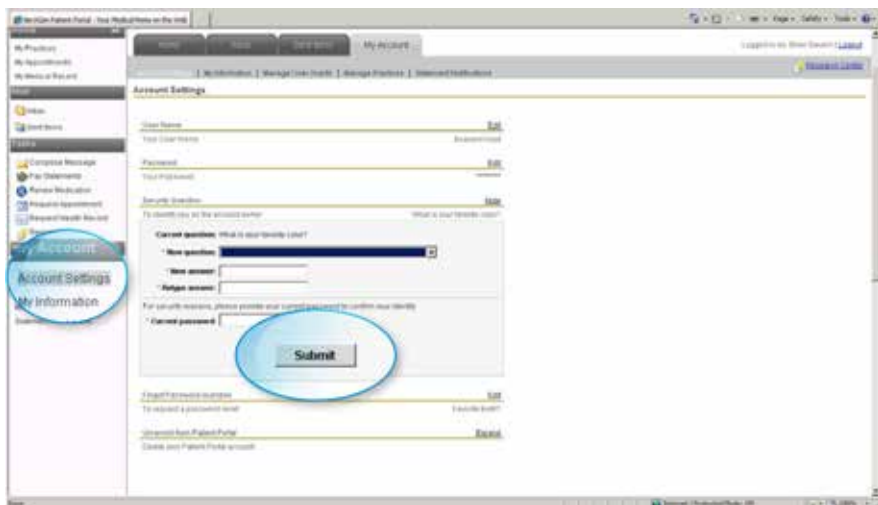
How to Access the Research Center

From the left-hand navigation bar, under **Tasks**, click **Research Center**. From here, access health-related information where you can search by topic of interest.

The screenshot displays the NextGen Patient Portal interface. The left-hand navigation bar is visible, with the 'Request Health Information' and 'Research Center' links highlighted by a blue oval. The main content area features a header with the 'NEXTGEN Patient Portal' logo and navigation tabs for 'Home', 'Your Care', 'Your Health', and 'My Account'. Below the header, there is a search bar and a section titled 'Make better health decisions' with three image-based links: 'Immunization Tracker', 'Health Tracker', and 'Learning Center'. To the right, there are two promotional boxes: 'Check Your Symptoms' and 'When you need to decide'. The bottom of the page includes a footer with copyright information and a 'NextGen' logo.

How to Change your Account Settings

From the left-hand navigation bar, under **My Account**, click **Account Settings**. From here, you can change your user name, password, security question, and more. When finished, click **Submit**.



How to Manage your Practices

Your Portal account can link to Paragon Orthopedic Center using the NextGen Patient Portal website. In the left-hand navigation bar, under **My Account**, click **Manage Practices**. Enter your security tokens from Paragon Orthopedic Center, along with your email address, and click **Submit**.

The screenshot shows the 'Account Settings' page in a web browser. The left-hand navigation bar contains several items, with 'Manage Practices' circled in blue. The main content area is titled 'Account Settings' and contains the following fields and options:

- User Name:** [Text input field]
- New User Name:** [Text input field]
- Password:** [Text input field]
- Your Password:** [Text input field]
- Security Question:** [Text input field]
- To identify you on the account enter:** [Text input field]
- Current question:** What is your favorite color? [Dropdown menu]
- New question:** [Text input field]
- New answer:** [Text input field]
- Answer question:** [Text input field]
- For security reasons, please provide your current password to confirm your identity.**
- Current password:** [Text input field]
- Forgot Password Question:** [Text input field]
- To request a password reset:** [Text input field]
- Update your Email Address:** [Text input field]
- Click and drag to move account:** [Text input field]

A large blue oval highlights the 'Submit' button at the bottom of the form.



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