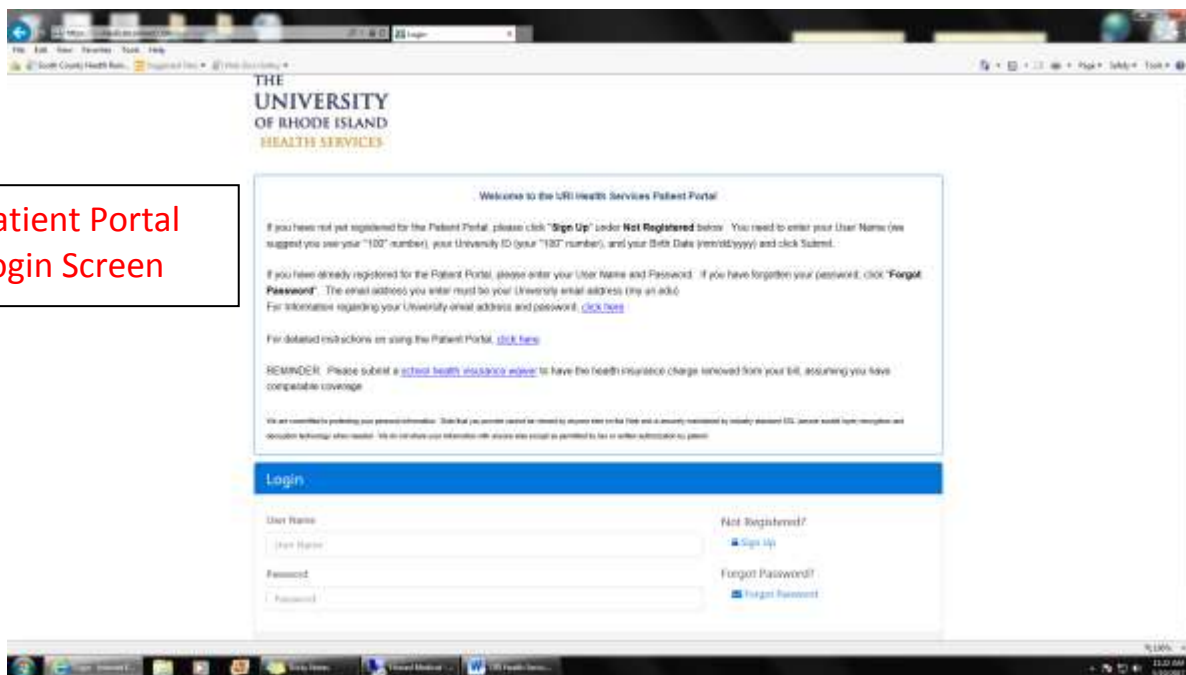
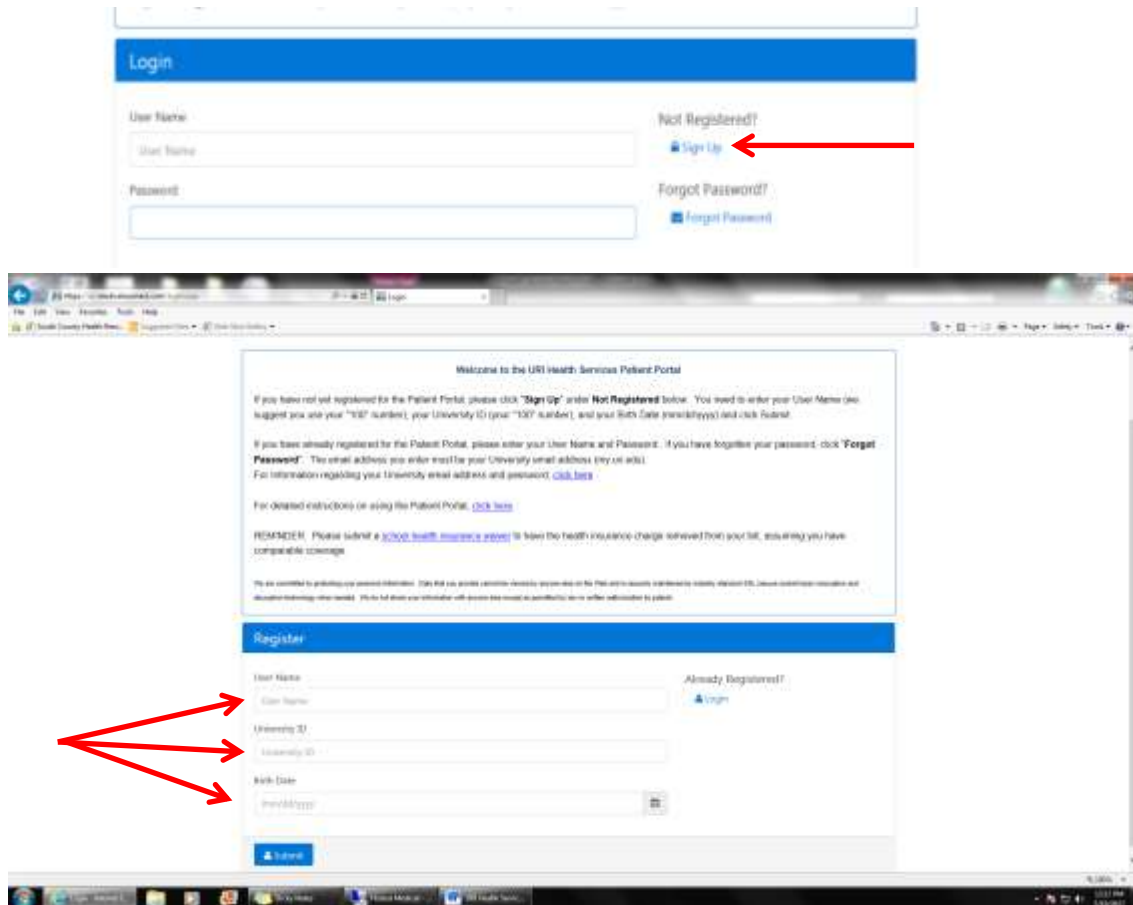


URI Health Services Patient Portal Instructions

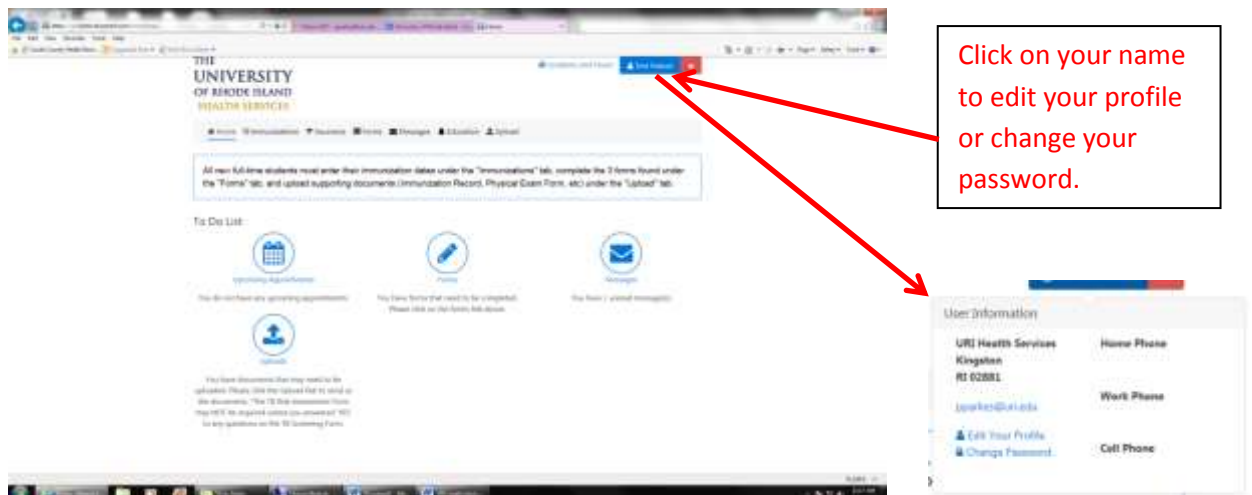
- On your mobile device or computer, go to health.uri.edu
- From the menu on the left, click on Patient Portal. This will bring you to the Patient Portal login screen.



- Click on “Sign Up” if you have not already registered for the patient portal or enter your User Name and Password if you have previously registered. If you have forgotten your password, click “Forgot Password” and enter your University email address (my.uri.edu).
- We recommend that you use your Student ID # (“100” #) as your User Name, then enter your Student ID # again under University ID, and finally, your birth date (mm/dd/yyyy).

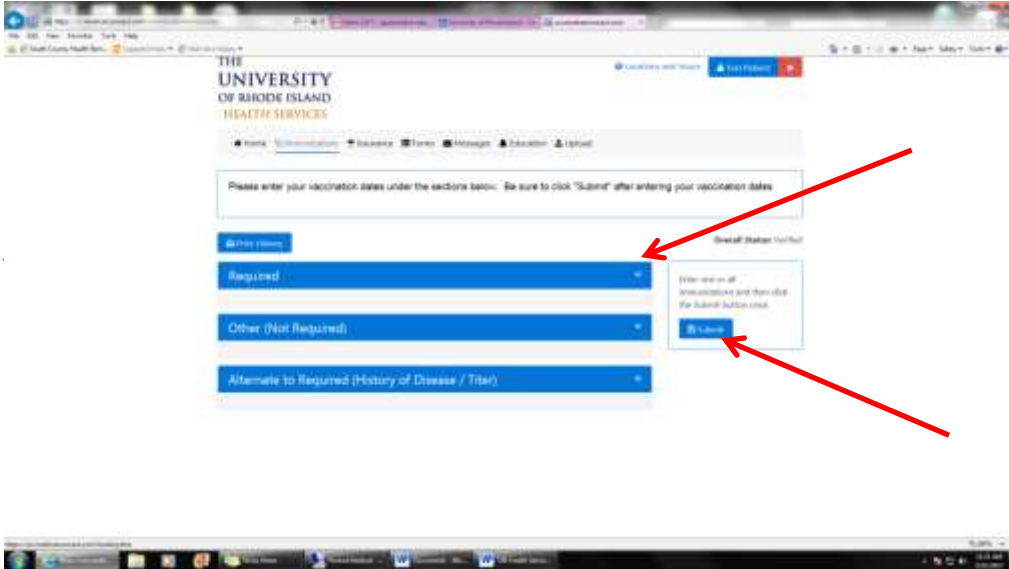


- When you login, you will see the Patient Portal Home screen.



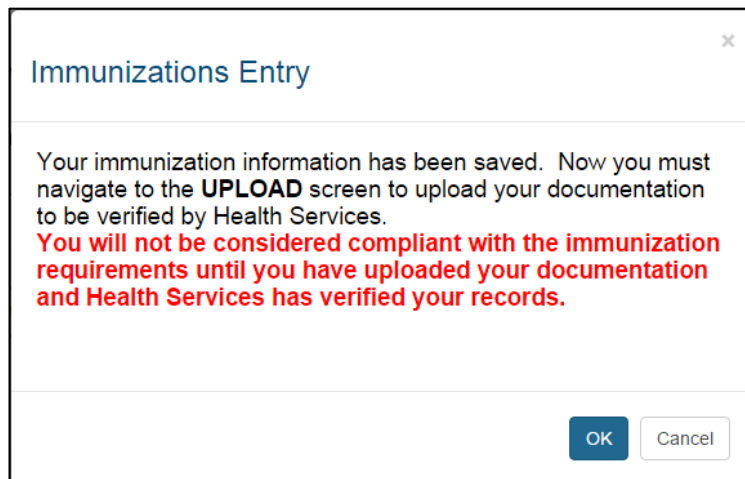
Input Your Immunization Dates:

- Click on the “Immunizations” menu tab. Select “Required” and enter the dates for your required immunizations (Hepatitis B, Meningitis, MMR, Tdap, Td, and Varicella).



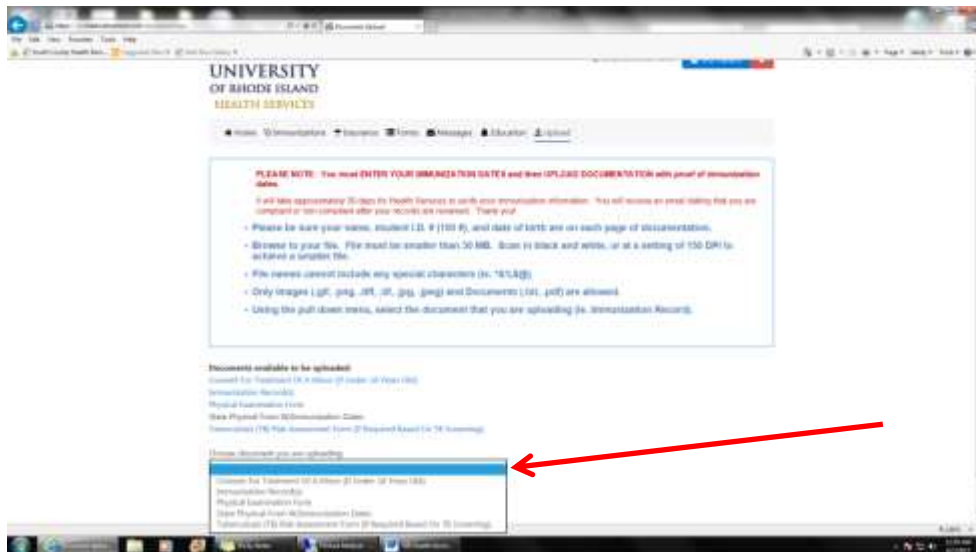
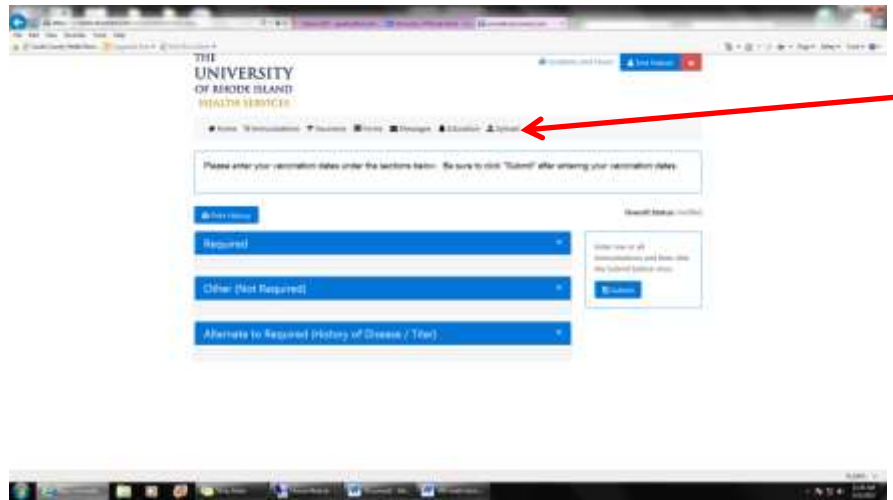
The screenshot shows the 'Immunizations' section of the University of Rhode Island Health Services website. The page title is 'THE UNIVERSITY OF RHODE ISLAND HEALTH SERVICES'. Below the navigation bar, there is a message: 'Please enter your vaccination dates under the sections below. Be sure to click "Submit" after entering your vaccination dates.' There are three dropdown menus: 'Required', 'Other (Not Required)', and 'Alternate to Required (History of Disease / Title)'. The 'Required' dropdown is currently selected. To the right of these dropdowns is a 'Submit' button, which is highlighted with a red arrow. Another red arrow points to the 'Submit' button from the right side of the page.

- Once you have entered the dates of all of your immunizations (Required, Other [Not Required], and Alternate to Required) click Submit.
- After you do, you will be presented with the following message. Click “OK.”



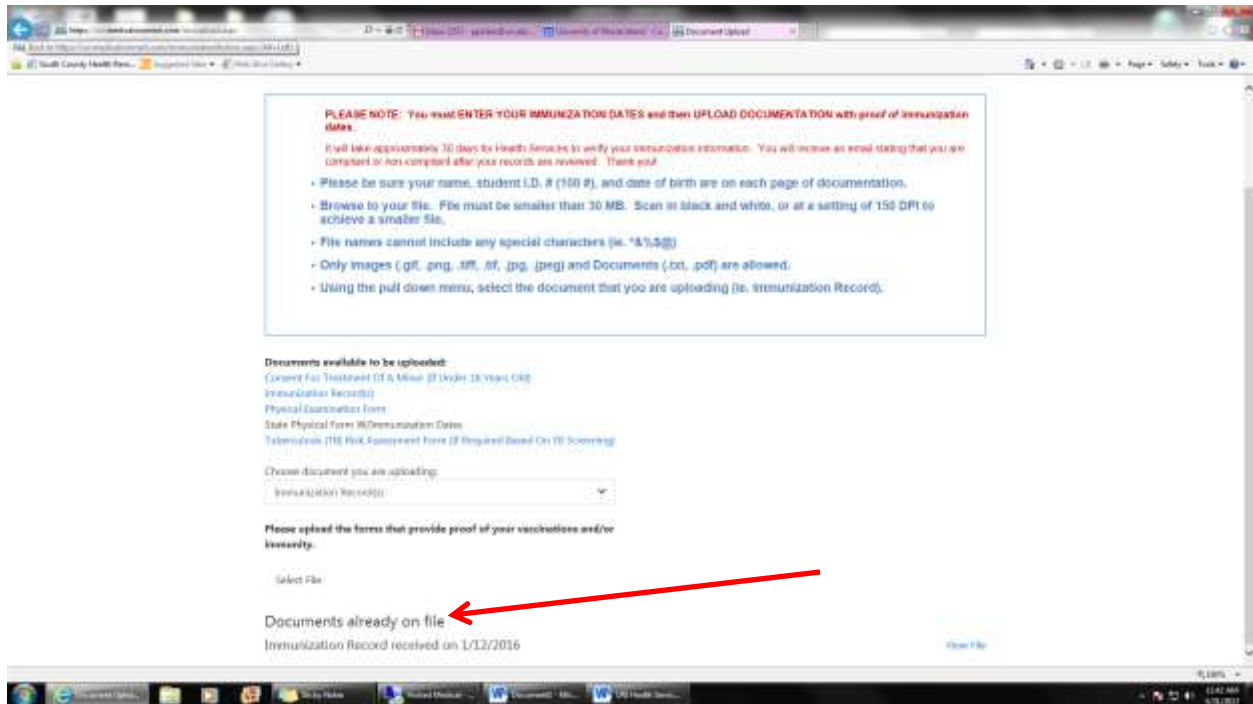
The screenshot shows a dialog box titled 'Immunizations Entry'. The text inside the dialog box reads: 'Your immunization information has been saved. Now you must navigate to the **UPLoad** screen to upload your documentation to be verified by Health Services. **You will not be considered compliant with the immunization requirements until you have uploaded your documentation and Health Services has verified your records.**' At the bottom right of the dialog box, there are two buttons: 'OK' and 'Cancel'. The 'OK' button is highlighted.

- Click on the “Upload” tab.

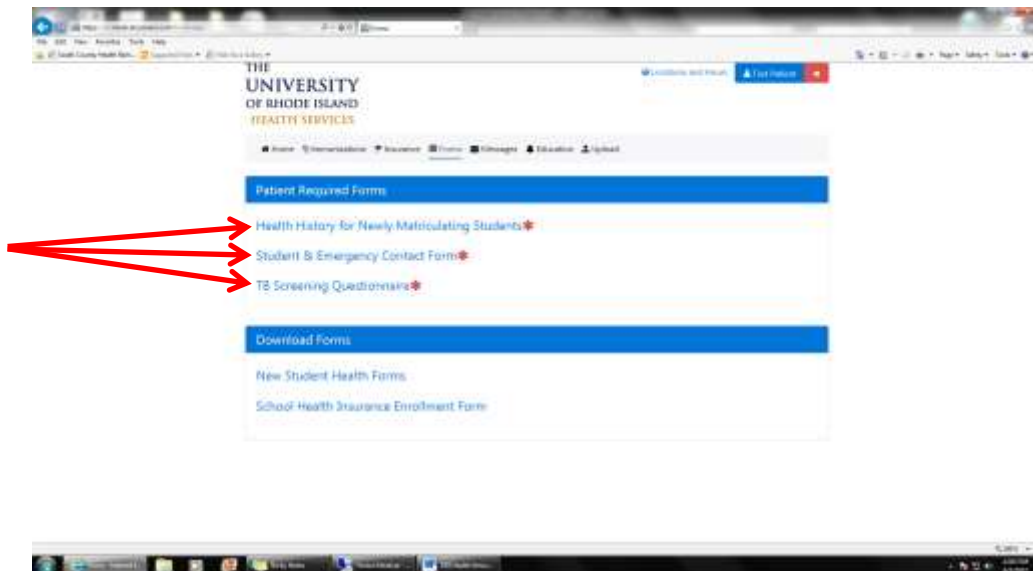


- Use the drop down menu to select which file you are uploading (ie. Immunization Record(s)).
- Once you have selected the document you are uploading, click on the “Select File” button to choose the document from your computer. Once you have selected your file, click the “Upload” button.
- *If you are using your phone, your phone’s camera will be activated and you can simply take a picture of the document and click “Upload.”*

- After you click on the “Upload” button your Immunization Record, along with the upload date, will be displayed at the bottom of the screen in the “Documents already on file” section.



- Continue uploading all of the forms that you need to (physical exam form, consent to treat a minor form, etc.)
- Finally, go to the “Forms” tab and complete the Patient Required Forms (Health History for Newly Matriculating Students, Student and Emergency Contact Form, TB Screening Questionnaire).



Be sure to login to eCampus to waive the school health insurance if you have comparable coverage.