



FACILITY PORTAL

INSTRUCTIONS

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You will be assigned a user name
and temporary password.

The screenshot shows a dialog box titled "New Person Web Account" with standard window controls (minimize, maximize, close). It contains two input fields: "User Name" with the text "Test Test" and "Password" with the text "P58v53". Below the password field is a checkbox labeled "One time password (limit to one a day)" which is currently unchecked. There are three buttons: "Reset Password", "Activate", and "OK". At the bottom right, there is a trash icon and the text "(No Batch Set)".

Click on link below to access the facility portal.
Then enter your user name and temporary password.

<https://apr-sb3.servicebus.windows.net/BC55FE30-12CF-488C-9F91-AF6E456C4EAA/facilityportal/13012/index.html>

FACILITY PORTAL

USERNAME

PASSWORD

You will be prompted to create a new password.
Once your password is created, you will be prompted to re-enter your User Name and new Password.

FACILITY PORTAL

WELCOME, TEST TEST2 ▾

Please create a new password:

OLD PASSWORD

NEW PASSWORD

RETYPE NEW PASSWORD

Enter search criteria and click on the down arrow to download the wound forms for the most recent visit.

FACILITY PORTAL WELCOME, TEST TEST2 ▾

Search Patients

Last Name First Name

Phone

SSN

MRN

With visit notes from To

ID	Name	DOB	Most Recent Visit Date	
31378	██████████	7/13/25	10/30/19	<input type="button" value="↓"/> <input type="button" value="VIEW"/>

To download multiple dates for a patient, click on the View button at the bottom right of the window.

FACILITY PORTAL WELCOME, TEST TEST2 ▾

1 of 2 Automatic Zoom

██████████ /31378/PCC/F dob 07-13-1925 (94 Years) vd 10-30-2019

Wound MD
(216)273-9800 Fax: 216-273-9998

Visit Date: October 30, 2019

Patient Name: Annie Daniel DOB: 07/13/1925
Provider Name: Alvin May M.D.

Then click on the Download Multiple tab to select the dates. Click on the download icon to generate the forms.

- All
- 2019-10-30
- 2019-09-04
- 2019-08-25
- 2019-07-21
- 2019-01-15