

# Accessing the My Patient Portal



To access the portal you need to enroll in the My Patient Portal at your next appointment or hospital visit. Enrollment in My Patient Portal requires an in-person visit for security purposes.

After you are enrolled for the My Patient Portal, you will receive an email (see example below) that contains a link to the log in screen along with your Log On ID and One Time Password.



Thank you for registering for the HaysMed patient portal. Please click on link below to complete your registration.

<https://myhealth.haysmed.com:4443/Phm-PhmPage.HomePage.WR.mthr?hcis=HCEWEB.TST6.07F&application=phm>

Logon Id: SK1077551139  
One Time Password: SK19c3c11

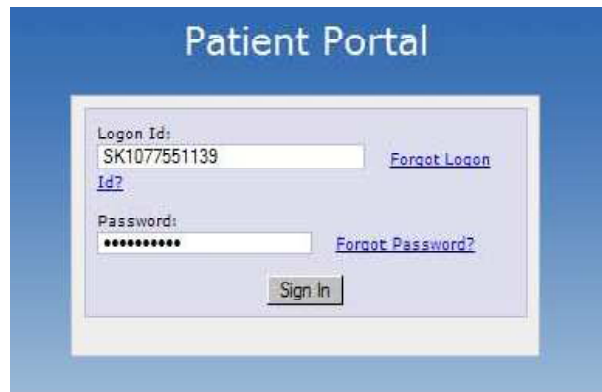
Click on the link and you will be brought to the log in screen.



Type in your Logon Id: (From the e-mail that you received)



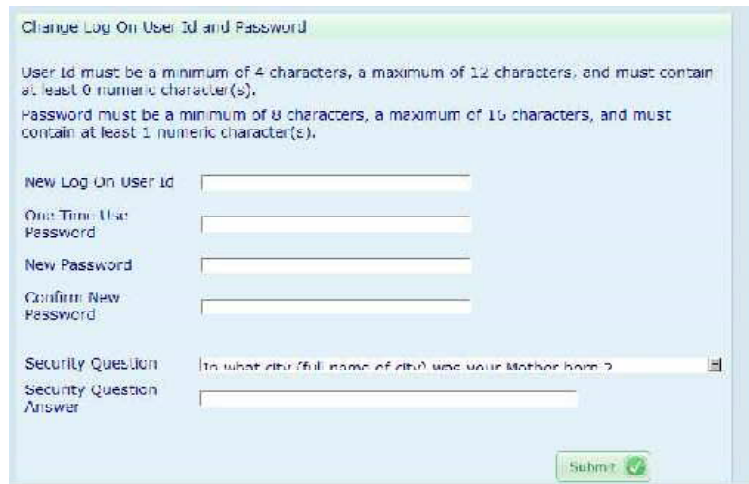
**Next type in your One Time Password: (From the e-mail you received)**



The image shows a 'Patient Portal' login interface. It features a blue header with the text 'Patient Portal'. Below the header is a white login box with a light purple background. Inside the box, there are two input fields: 'Logon Id:' with the value 'SK1077551139' and 'Password:' with masked characters '\*\*\*\*\*'. To the right of the 'Logon Id' field is a blue link 'Forgot Logon Id?'. To the right of the 'Password' field is a blue link 'Forgot Password?'. At the bottom center of the login box is a grey button labeled 'Sign In'.

**Click on Sign In**

**At the next screen you will be asked to select a new Logon User Id, Password and define a Security Question**



The image shows a 'Change Log On User Id and Password' screen. At the top, there is a green header with the title. Below the header, there are two lines of instructions: 'User Id must be a minimum of 4 characters, a maximum of 12 characters, and must contain at least 6 numeric character(s).' and 'Password must be a minimum of 8 characters, a maximum of 16 characters, and must contain at least 1 numeric character(s)'. Below the instructions are five input fields: 'New Log On User Id', 'One Time Use Password', 'New Password', 'Confirm New Password', and 'Security Question Answer'. The 'Security Question' dropdown menu is open, showing the question 'In what city (full name of city) was your Mother born?'. At the bottom right of the form is a green 'Submit' button with a checkmark icon.

**Once everything is filled out, click Submit. If something does not meet security requirements you will get an error that looks similar to this:**



The image shows a password error message. It features a light blue background with the word 'PASSWORD' in blue at the top left. Below it are two input fields: 'New Password' and 'Confirm New Password', both with masked characters '\*\*\*\*\*'. A red error message is displayed between the two fields: 'New Password has too few numeric characters'.

After fixing any errors click on submit. You will see this message.

Your new credentials have been saved. Please log off and sign back on using your new credentials.

To get back to the log in screen, click on Log Off and then click on the word here.

## Logged Out

You have signed out of the system.

Click [here](#) to sign on again.

Type in your new Log On User Id and Password and click on Sign In.

You will be asked to read Terms and Conditions and Accept them. You must accept the Terms and Conditions in order to access the portal.

Now you are in your patient portal.

The screenshot shows a patient portal interface for a 'TEST PATIENT'. At the top, there are five navigation icons: Messages, Health Record, Medications, Appointments, and Profile. Below these is a 'Recent Visits' table with three entries. At the bottom, there are links for 'Contact Us', 'Preferences', and 'Terms & Conditions', along with a license notice for Medical Information Technology, Inc.

Recent Visits			
Tue, Dec 17, 2013	12:26 pm	Provider Office Visit	
Mon, Jul 01, 2013	11:17 am	Inpatient	TESTING
Tue, Jun 25, 2013	12:33 pm	Surgical Day Care	TESTING

Contact Us | Preferences | Terms & Conditions  
Licensed from Medical Information Technology, Inc.

To access the patient portal for future visits, please go to one of the following pages:

- HaysMed – [www.haysmed.com/myhaysmed](http://www.haysmed.com/myhaysmed)
- Pawnee Valley Community Hospital – [www.pawneevalleyhospital.com/mypvch](http://www.pawneevalleyhospital.com/mypvch)
- St. Rose Health Center – [www.strosehc.com/mystrose](http://www.strosehc.com/mystrose)