This document is a guide on how to use our patient as well as staff side applications.

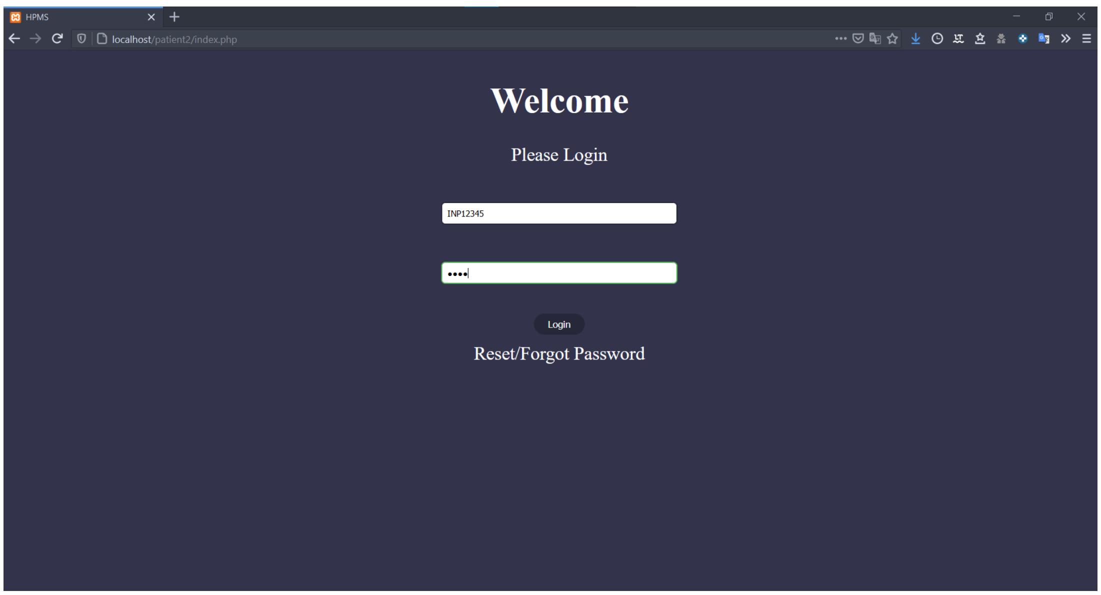
Patient Portal

Patients will use a website to view their medical information.

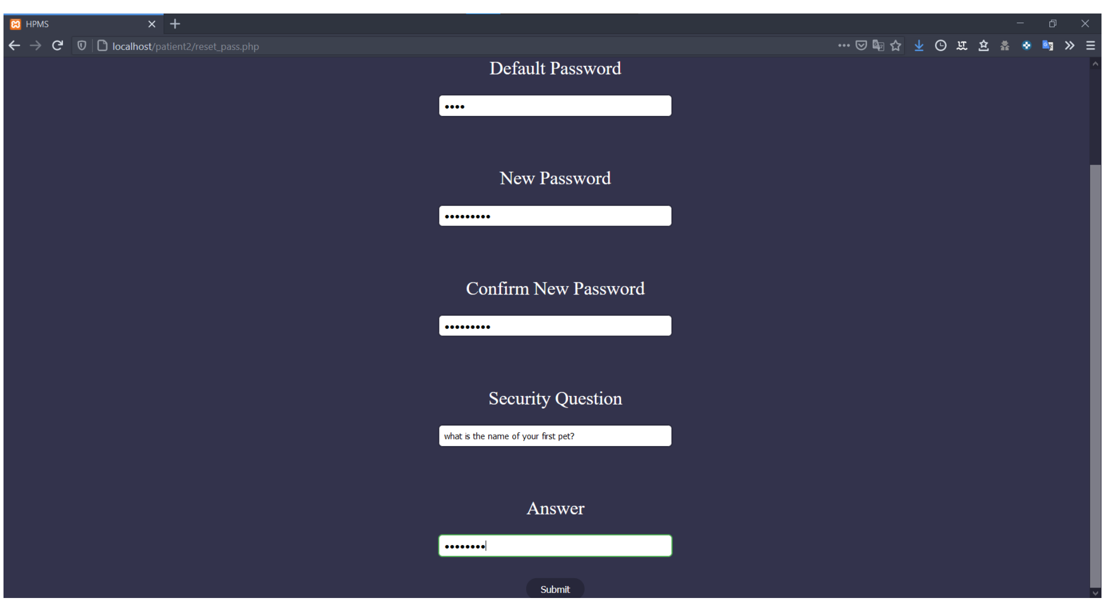
Step 1: Login using username(patient ID) and password provided by the hospital.

First Login

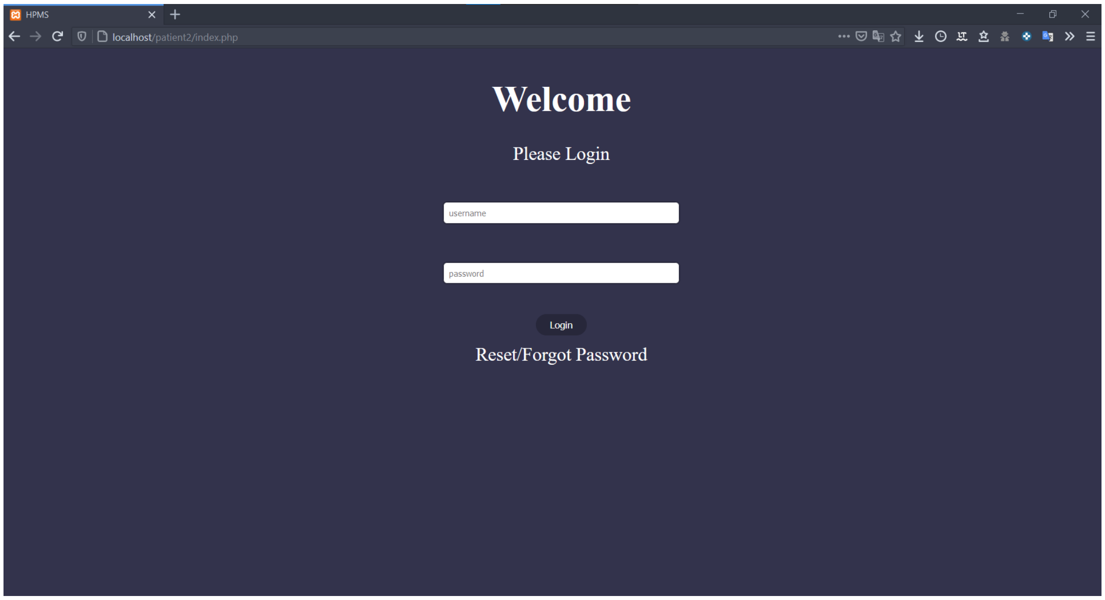
When logging in for the first time you will be asked to reset the password and set a security question and answer for security purposes.



Step 2: Enter the new password of sufficient strength. Enter the security question and answer so that you can change your password in case you forget it in future.

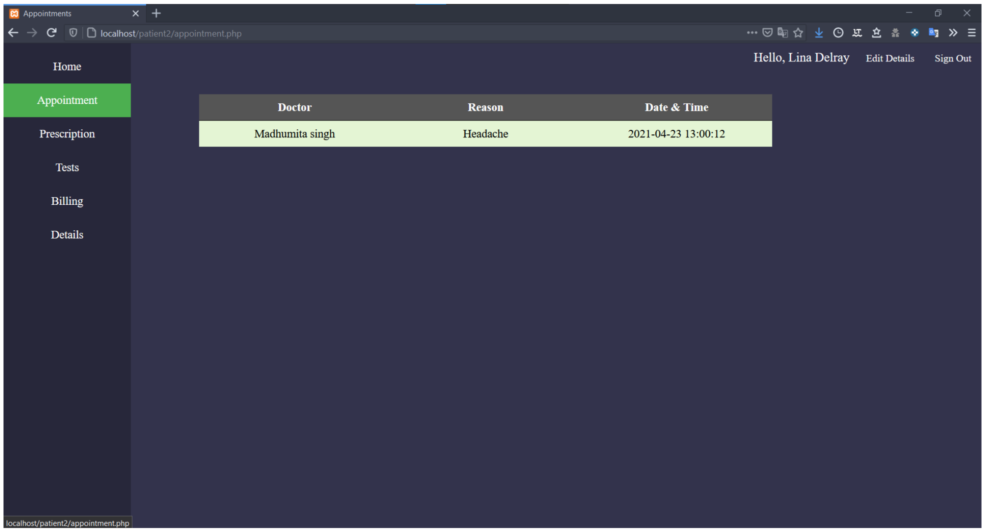


Step 3: Login to your account using your newly set password.

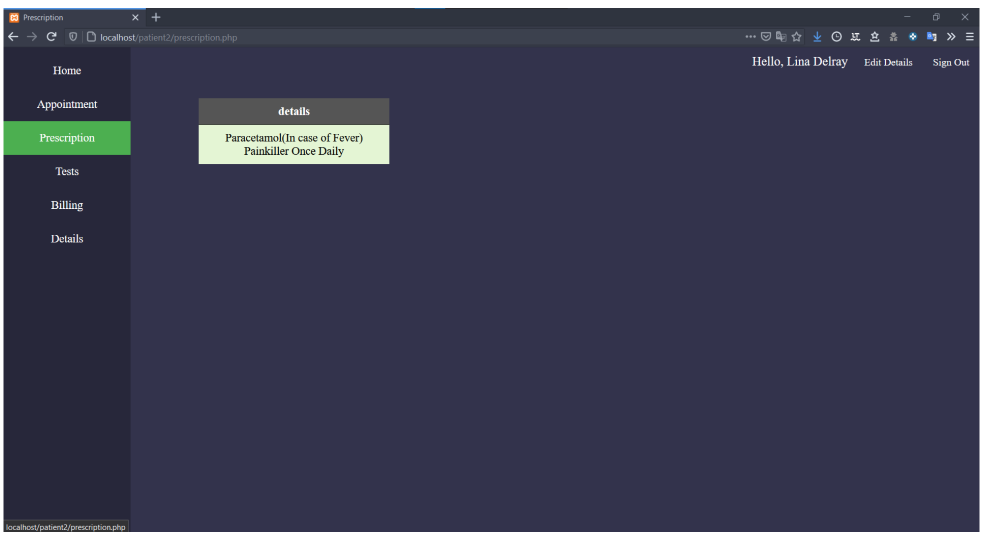


Step 4: After logging in you can view your appointments, test status/results, prescription, billing details and patient details from the side bar.

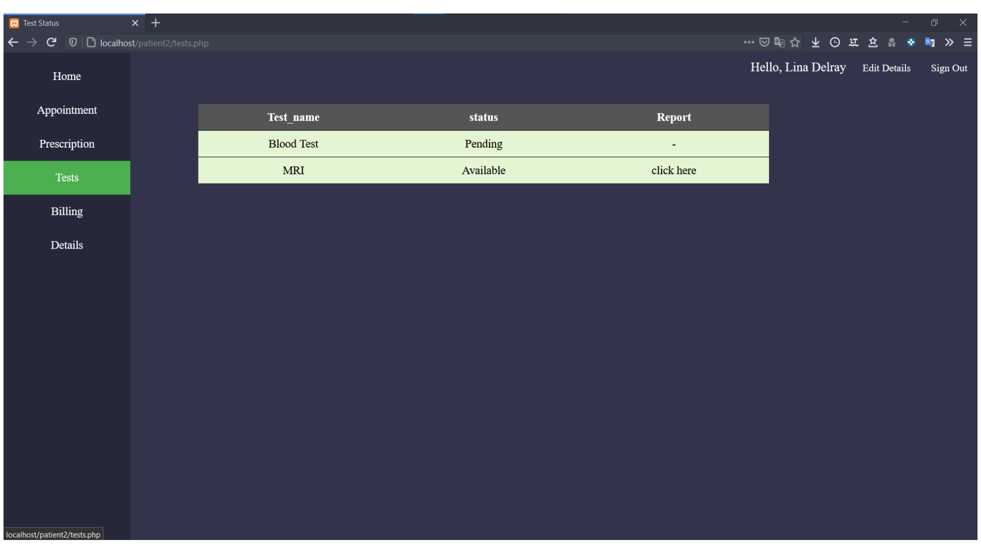
Appointments Tab



Prescription Tab



Tests Tab

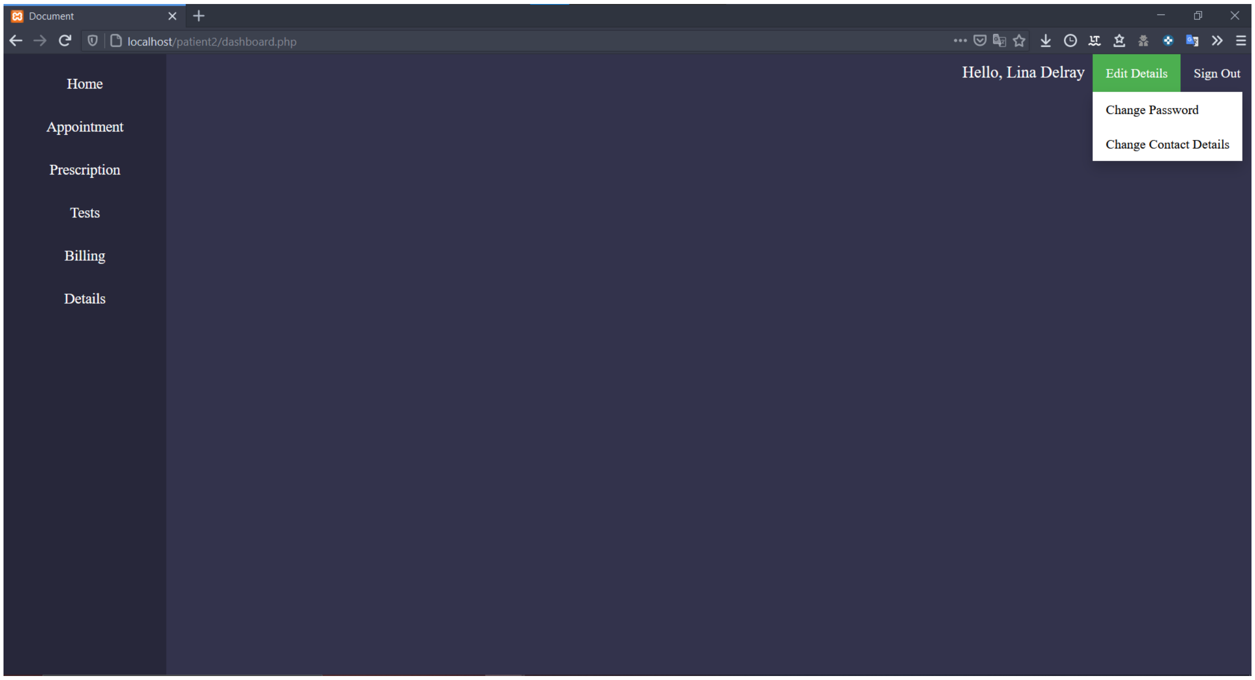


Billing Tab

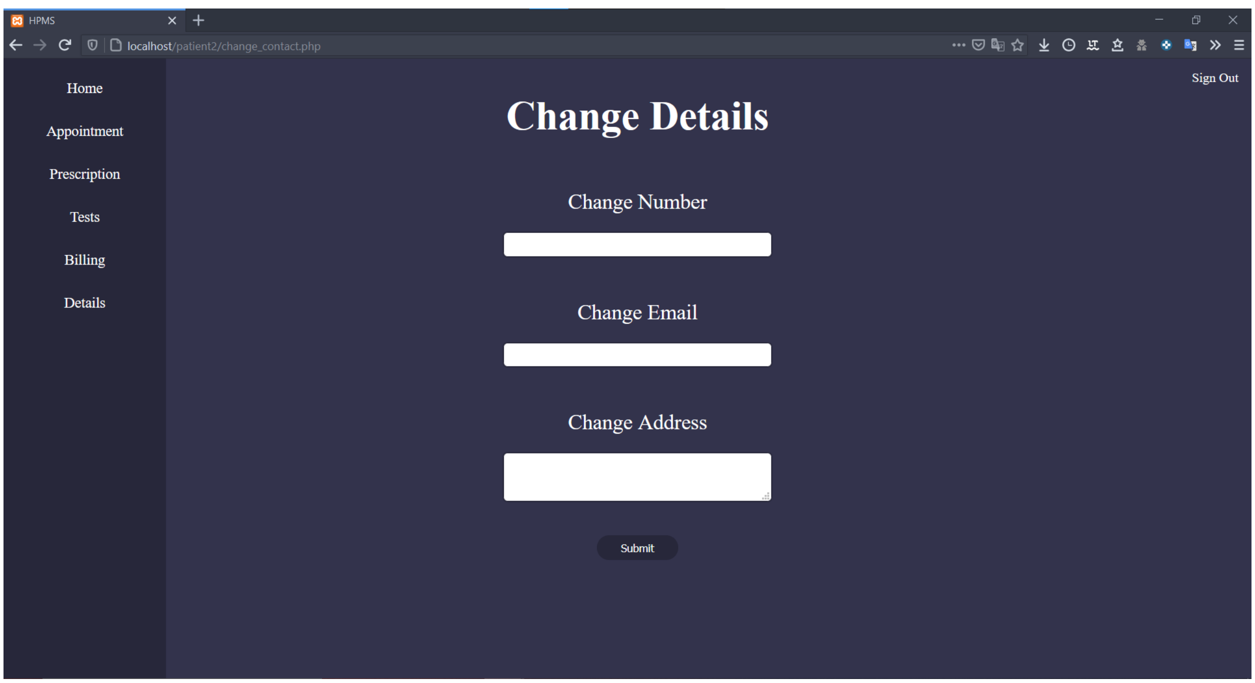
Details Tab

Change Details:

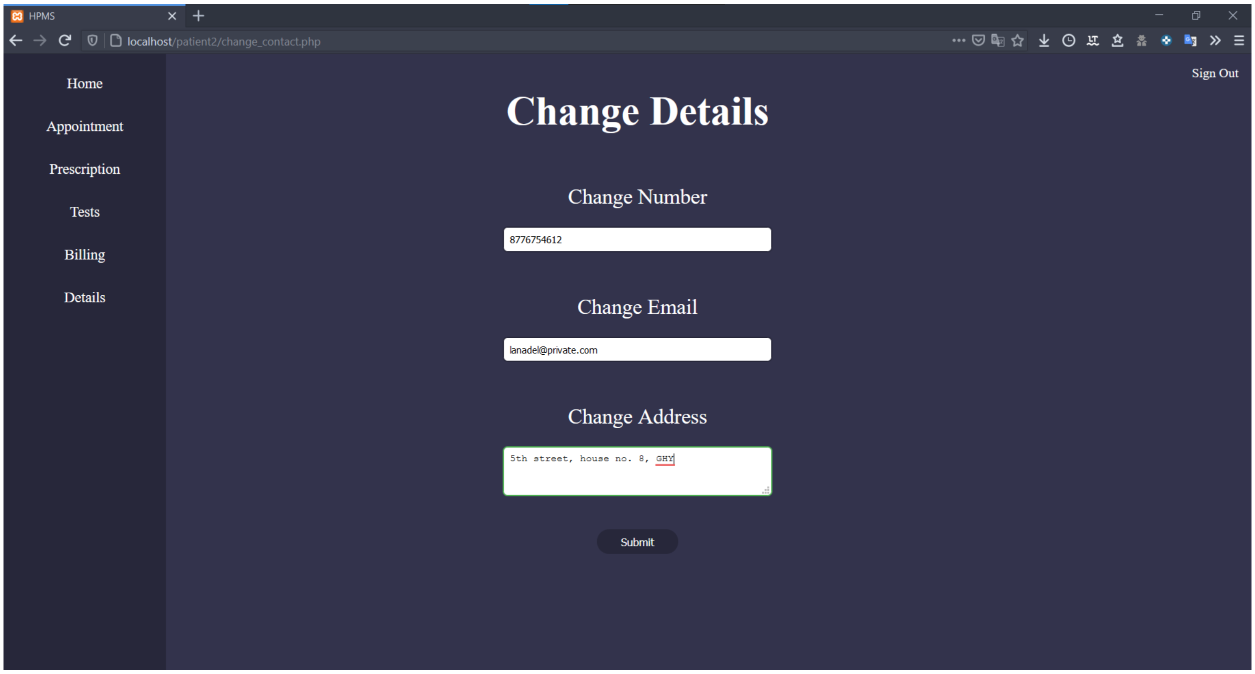
To change your contact details hover on the “Edit Details” button on the top right of your screen.



Press on change contact details and you will be redirected to change contact details page.



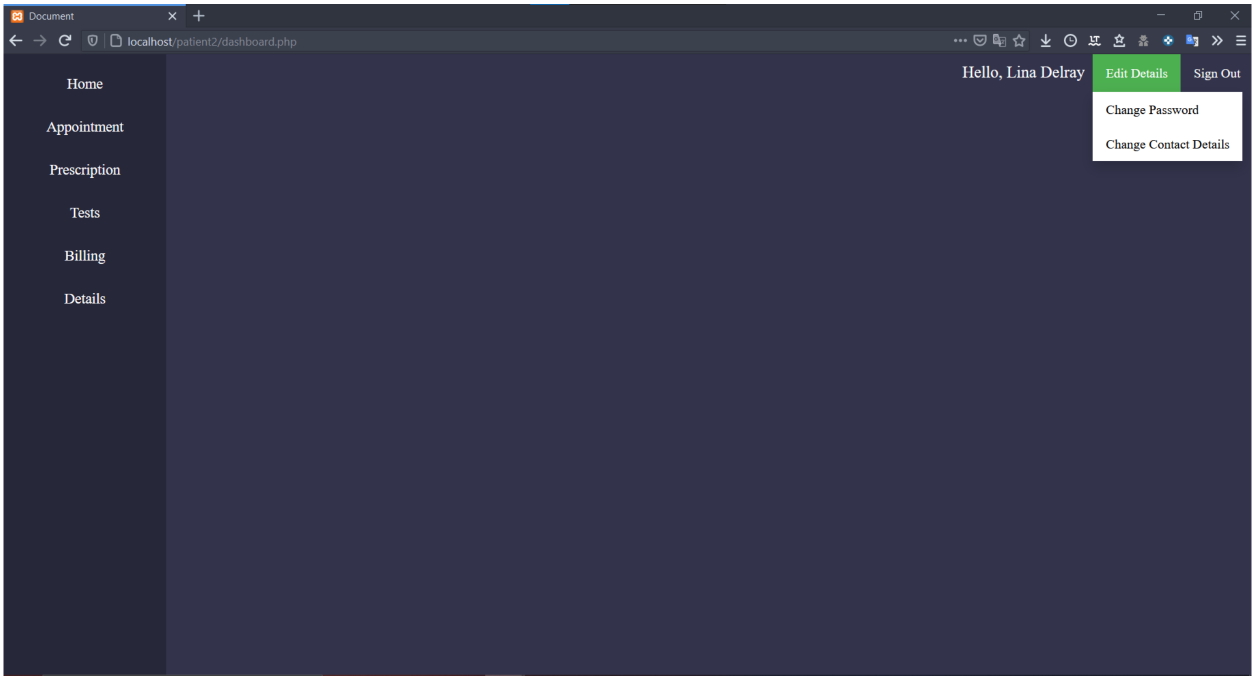
To change your contact details you need not fill all the fields, Just fill the field you want to change and press submit. The program will check whether your number and email are valid or not so make sure you enter the correct mobile number and email before you press submit.



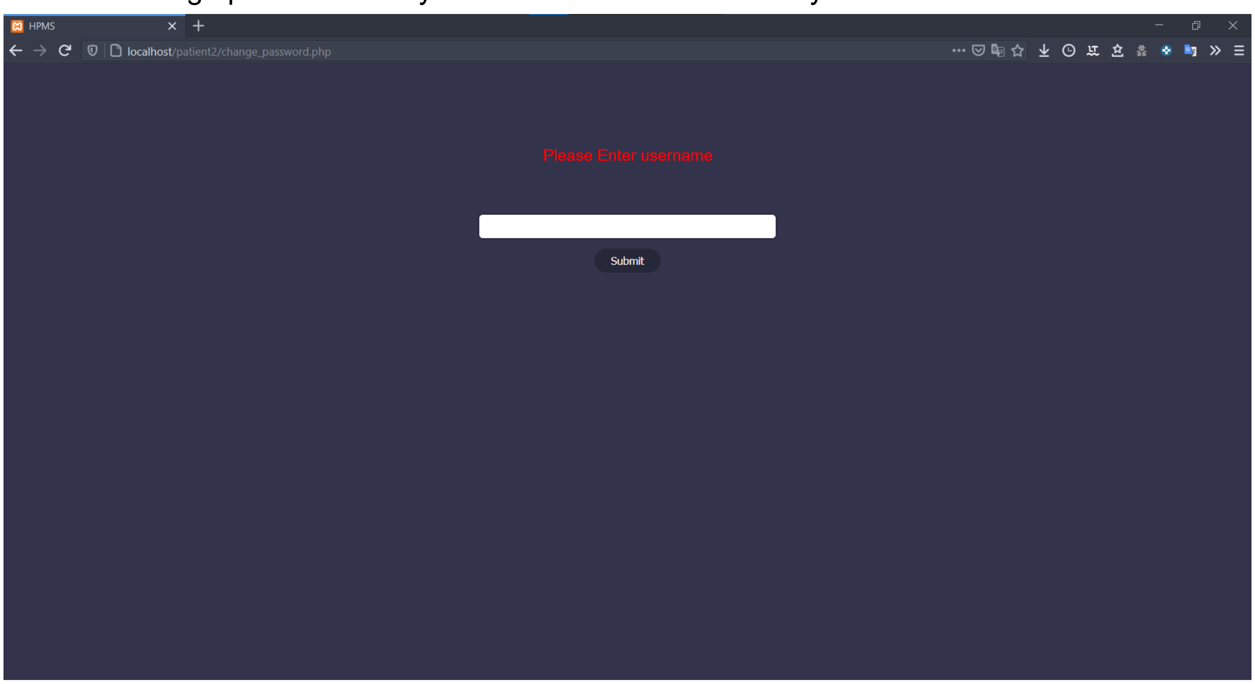
Changed contact details will be visible in the details tab.

Change/Reset Password

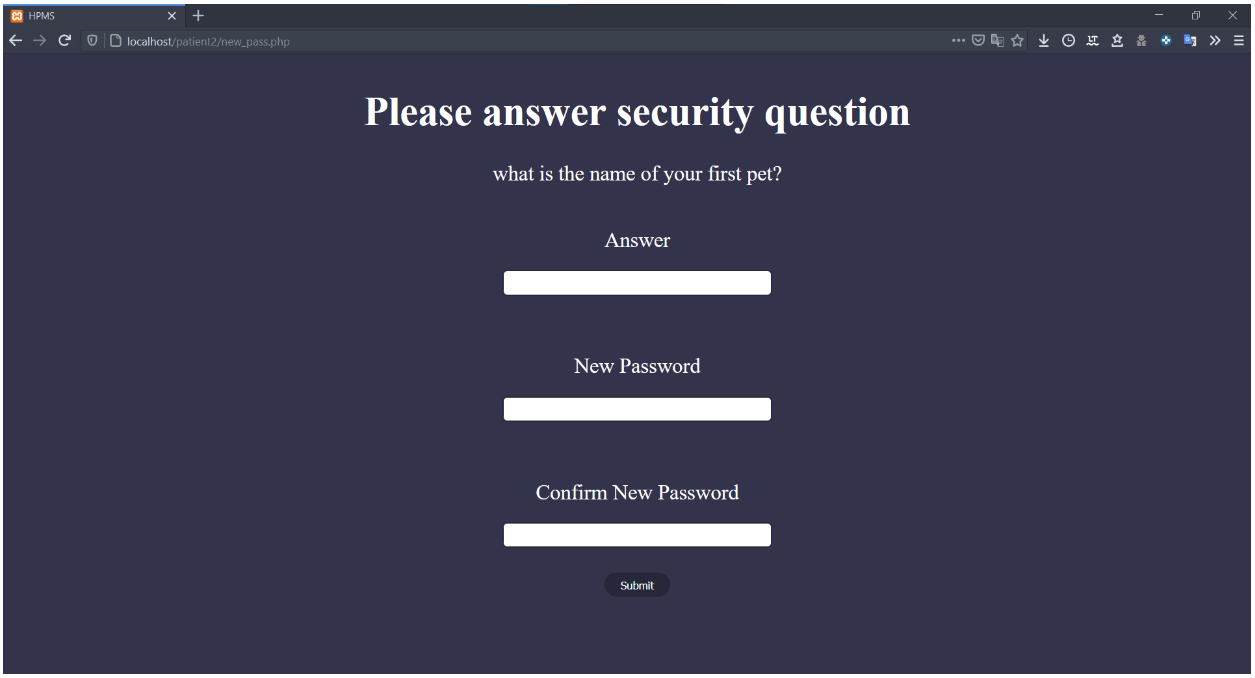
To change your password hover on the “Edit Details” tab on the top right of your screen.



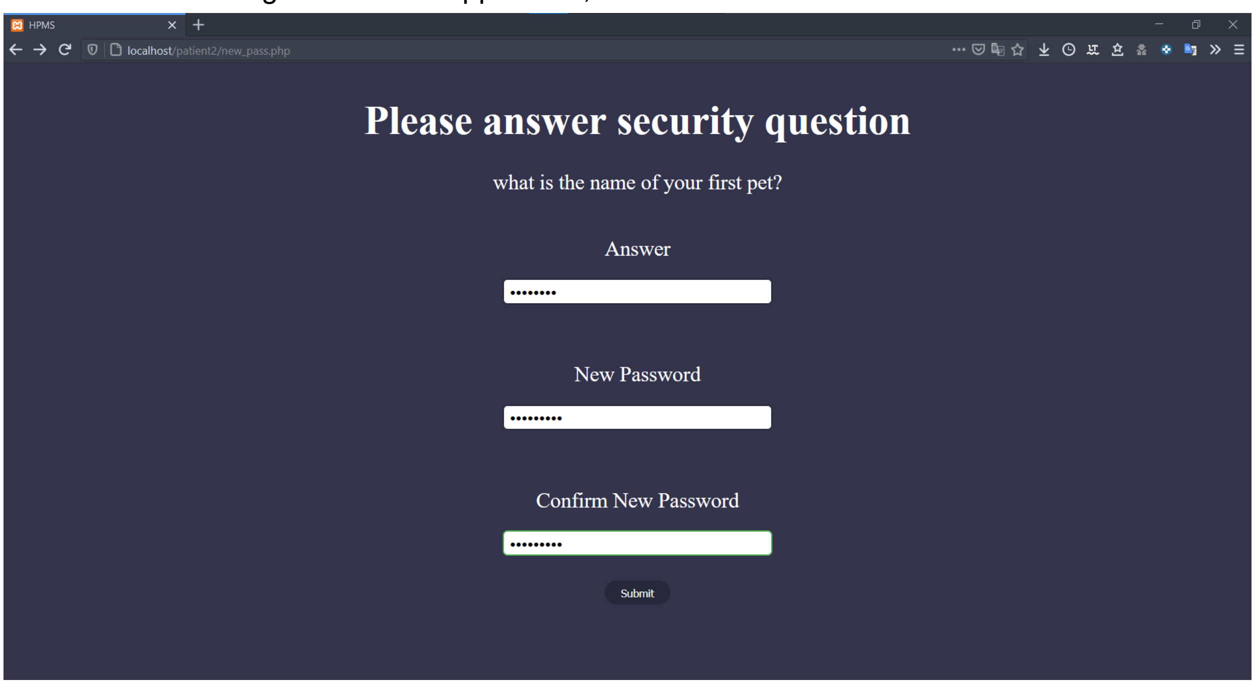
Press on change password and you will be redirected to enter your username.



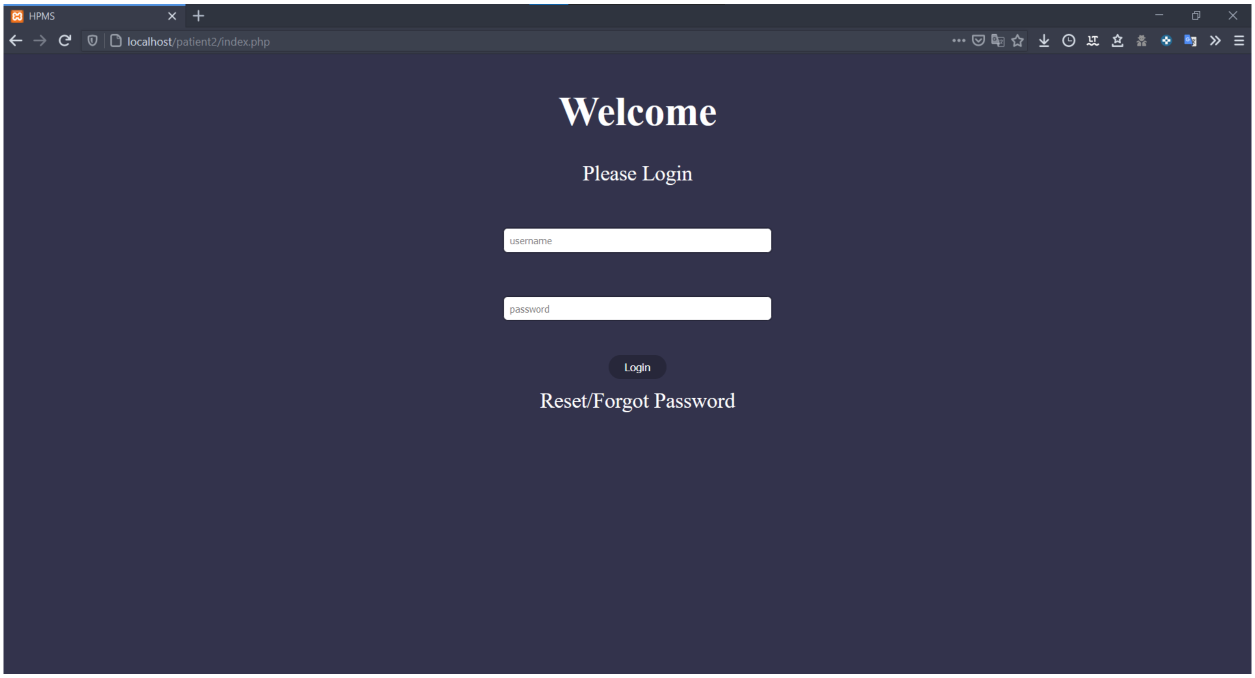
After entering your username you will be redirected to a change password page where a security question will be displayed that you set up during the first login.



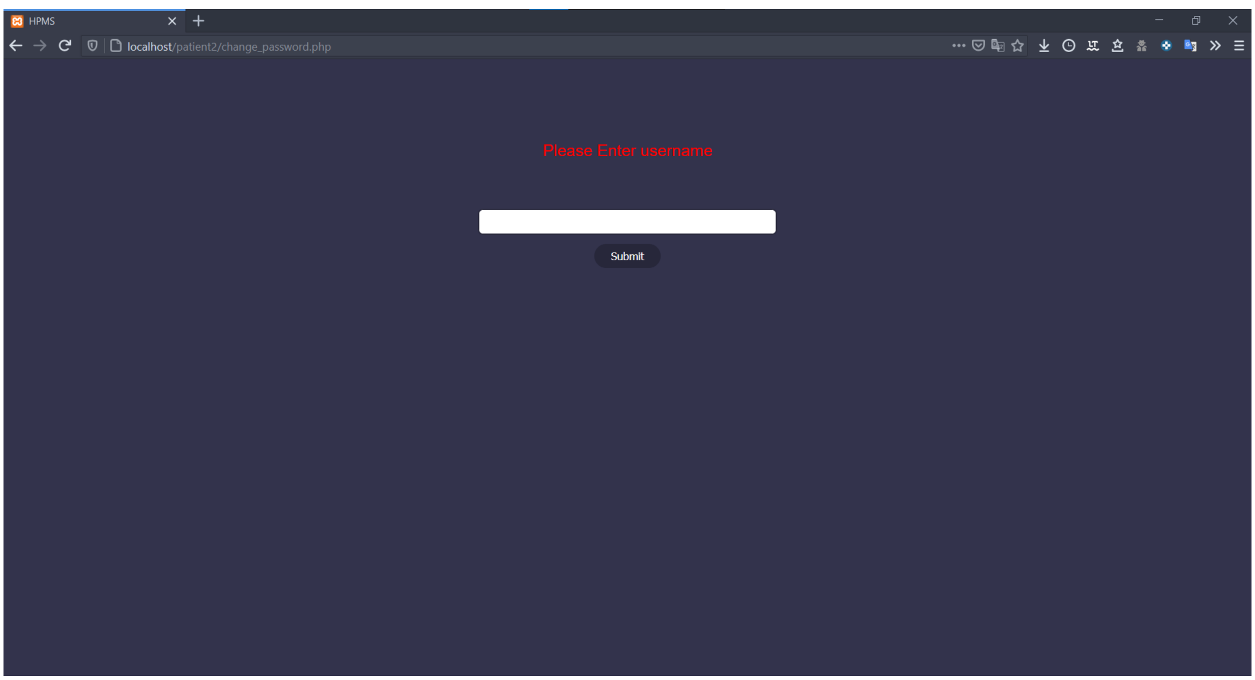
Enter the correct answer to the security question and enter a new password of at least 8 characters containing at least one uppercase, lowercase character and number.



After the password is changed you will be logged out and redirected to the login page where you can login with your newly set password.

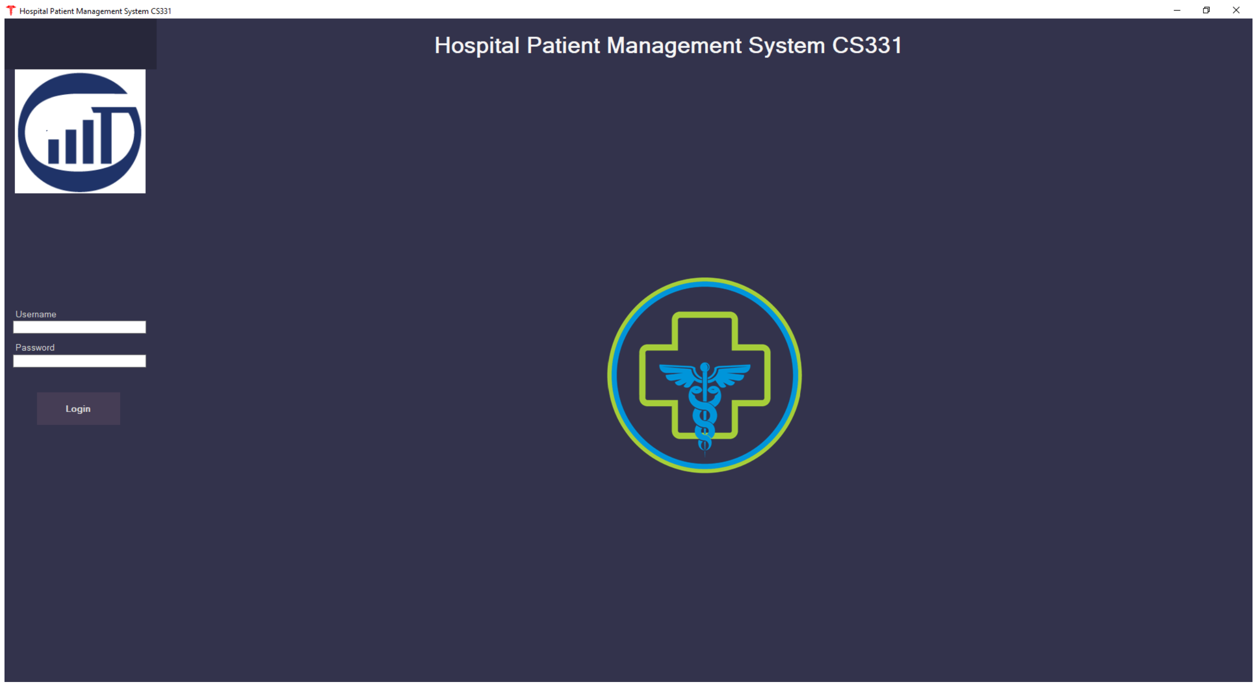


If you forgot your password or wish to change password from login page then click on “Reset/Forgot Password” button. You will be redirected to enter your username and then follow the same procedure you followed while changing password from inside your account.



Staff Portal

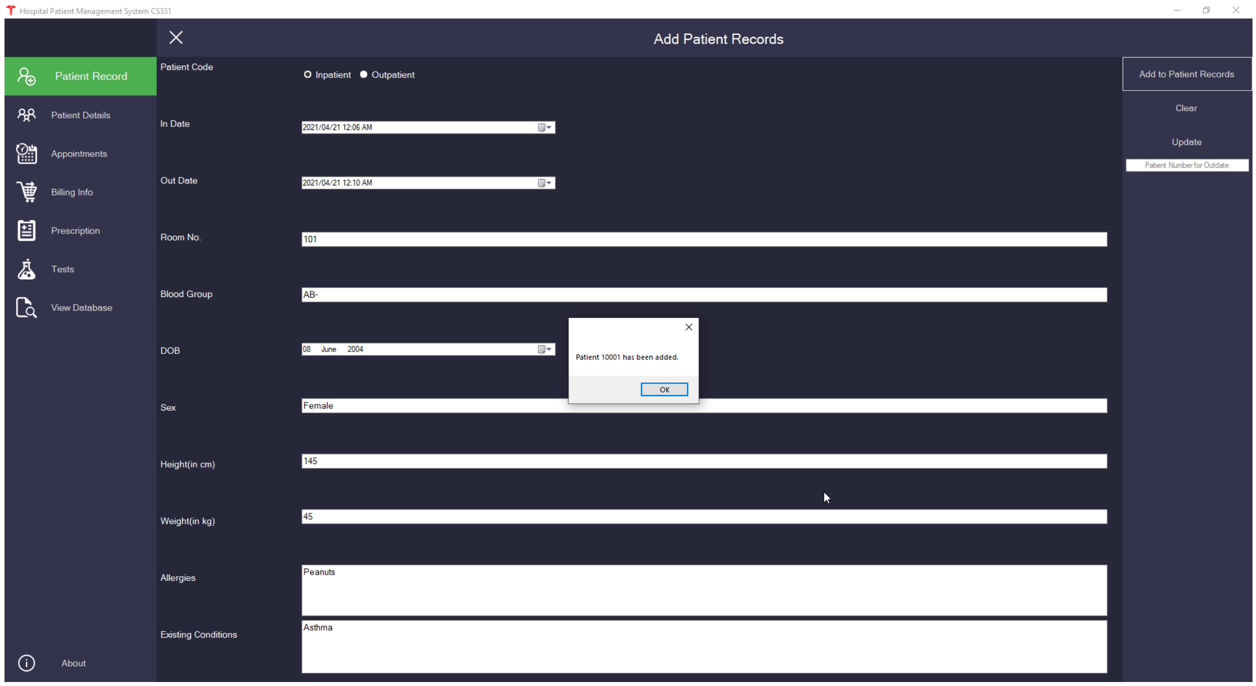
Login through a given ID and Password that is set by the administrator.



On successful login, the main dashboard will open, and then staff can navigate to the appropriate Tabs for data entry.

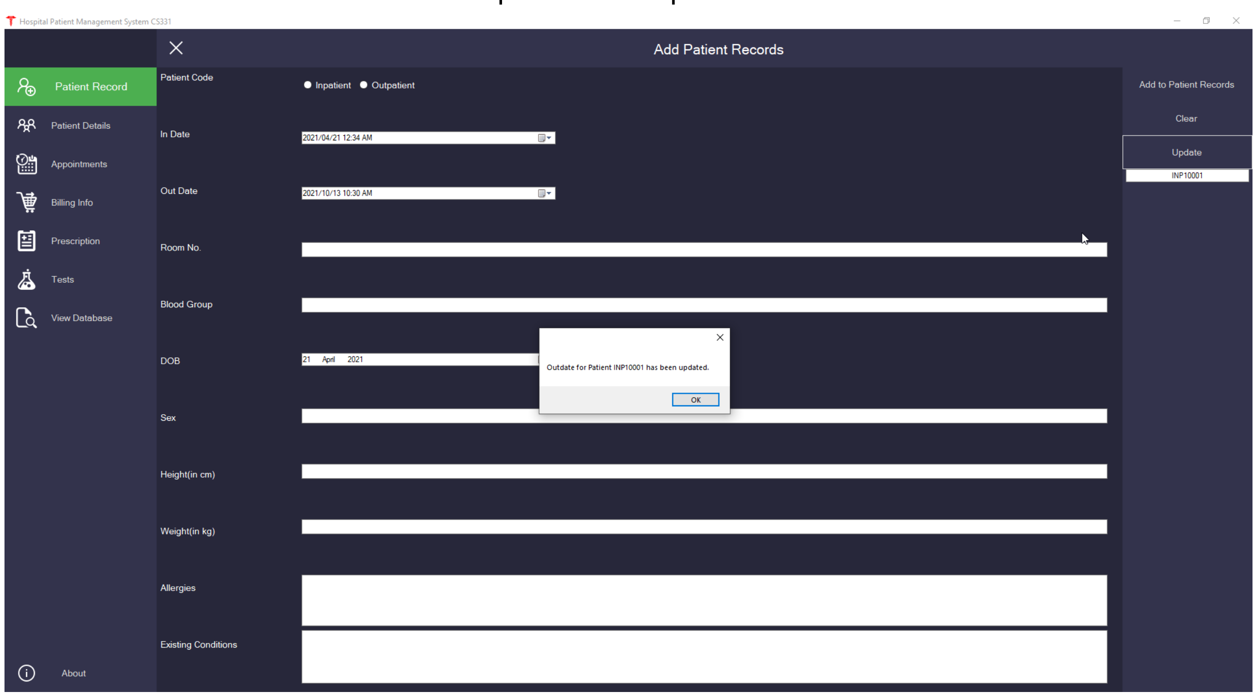
To create a patient record:

Step 1: Create a record for patients which serves as the first entry, which other tables reference as a foreign key.

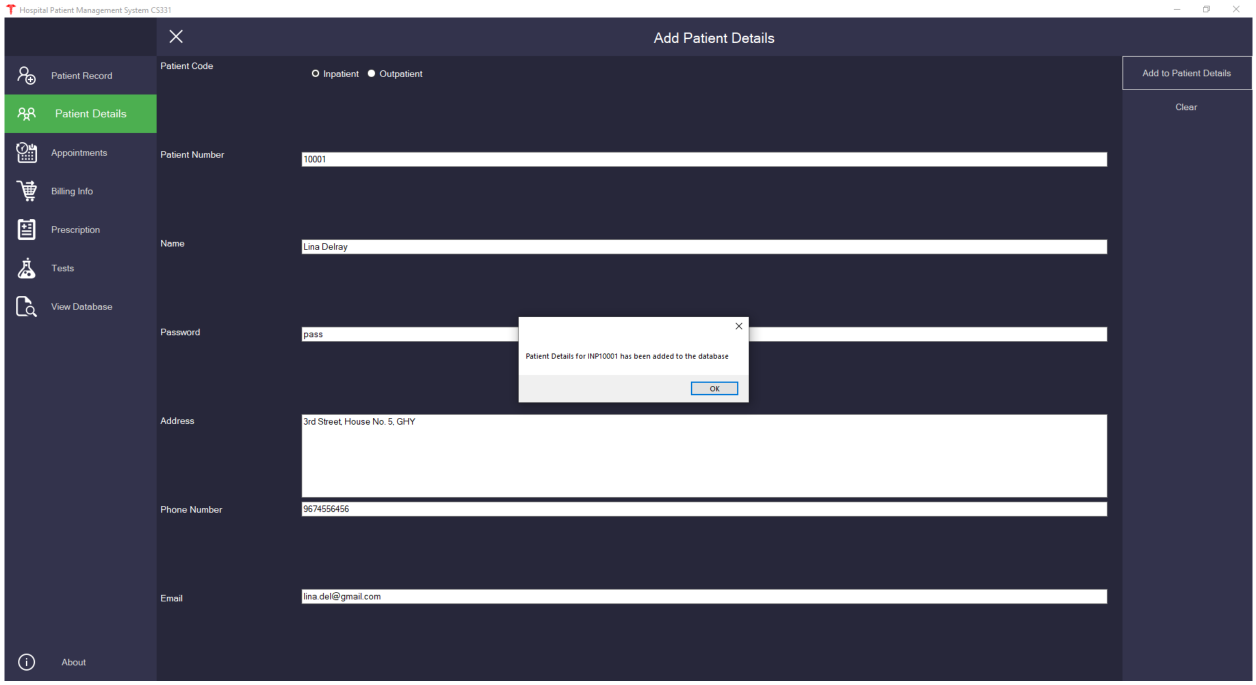


In/Out dates and Room number only applies to patients that are set as Inpatients.

1a : Outdate for an In Patient can be updated as required

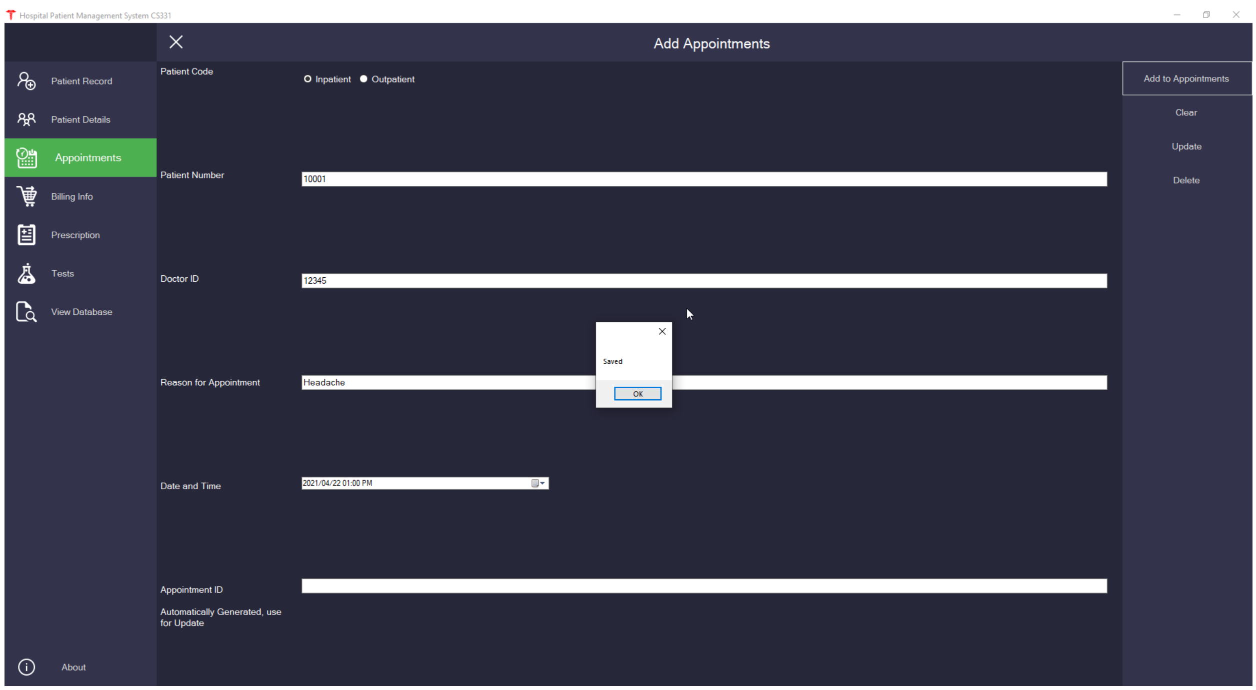


Step 2: Create Patient Details for a patient whose record already exists(Created in Step 1)

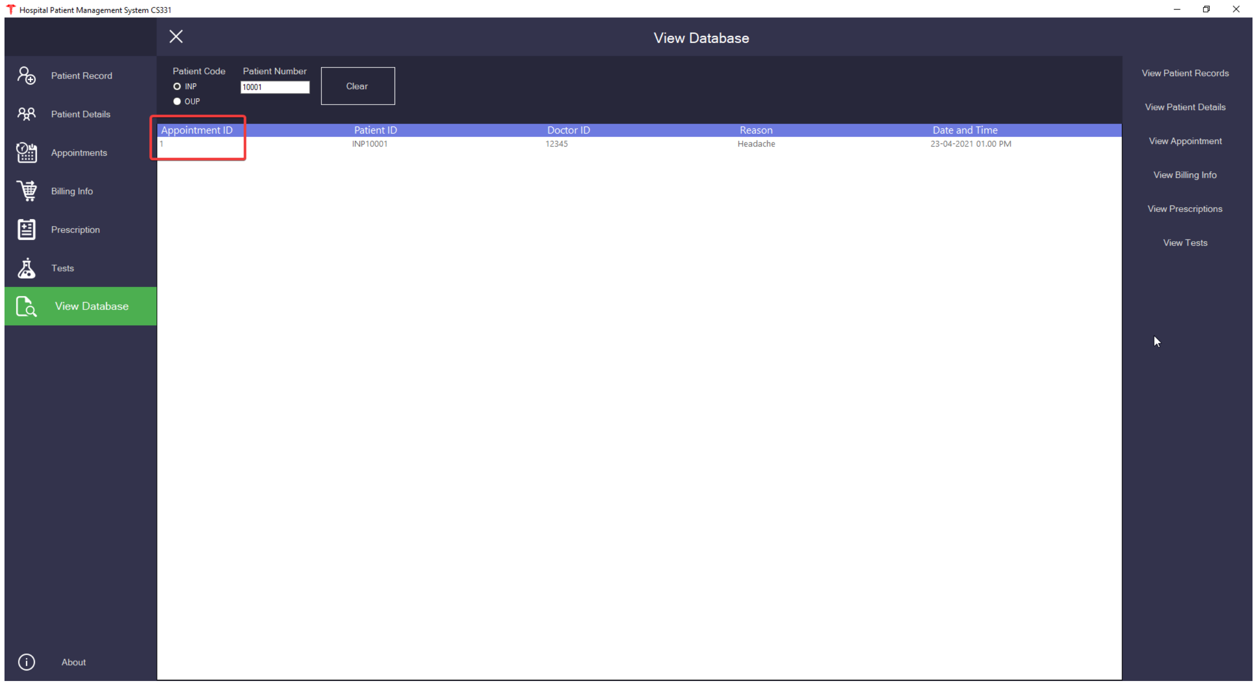


Now the rest of the tabs are used as needed for any new or existing patients.

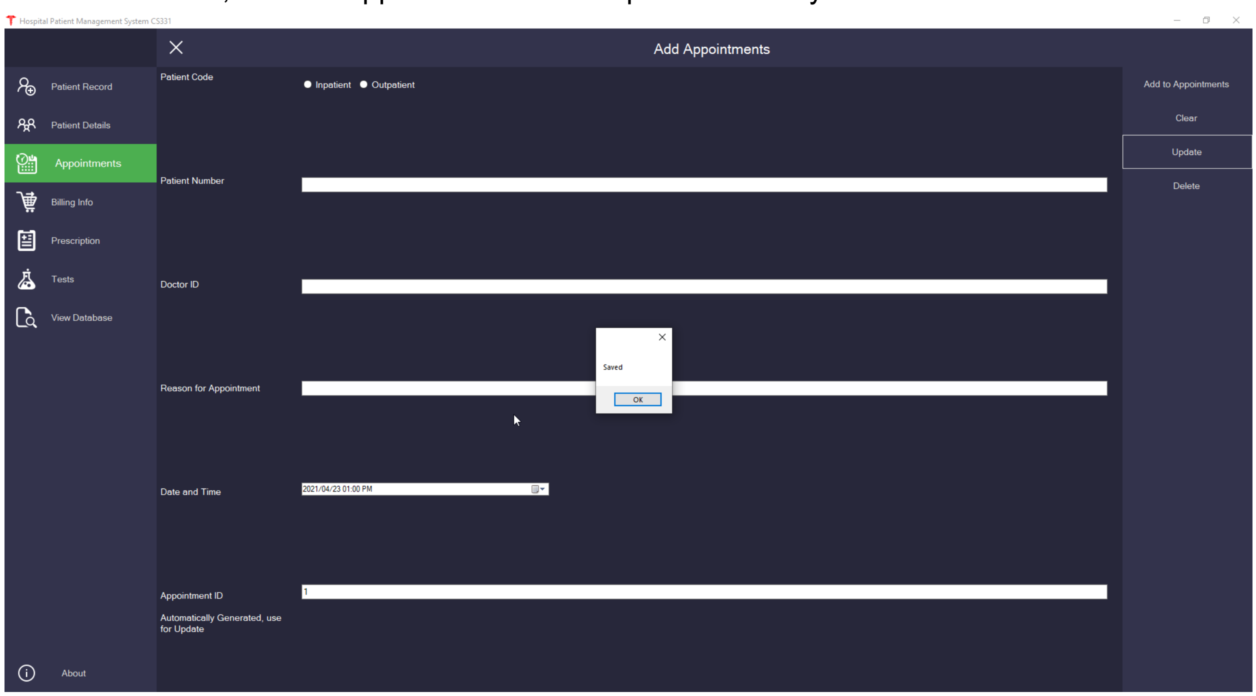
Create any Appointments that a patient may need.



An appointment ID is automatically generated that can be checked in the View Database Tab and then can be used if the given Appointment date and/or time needs to be updated.

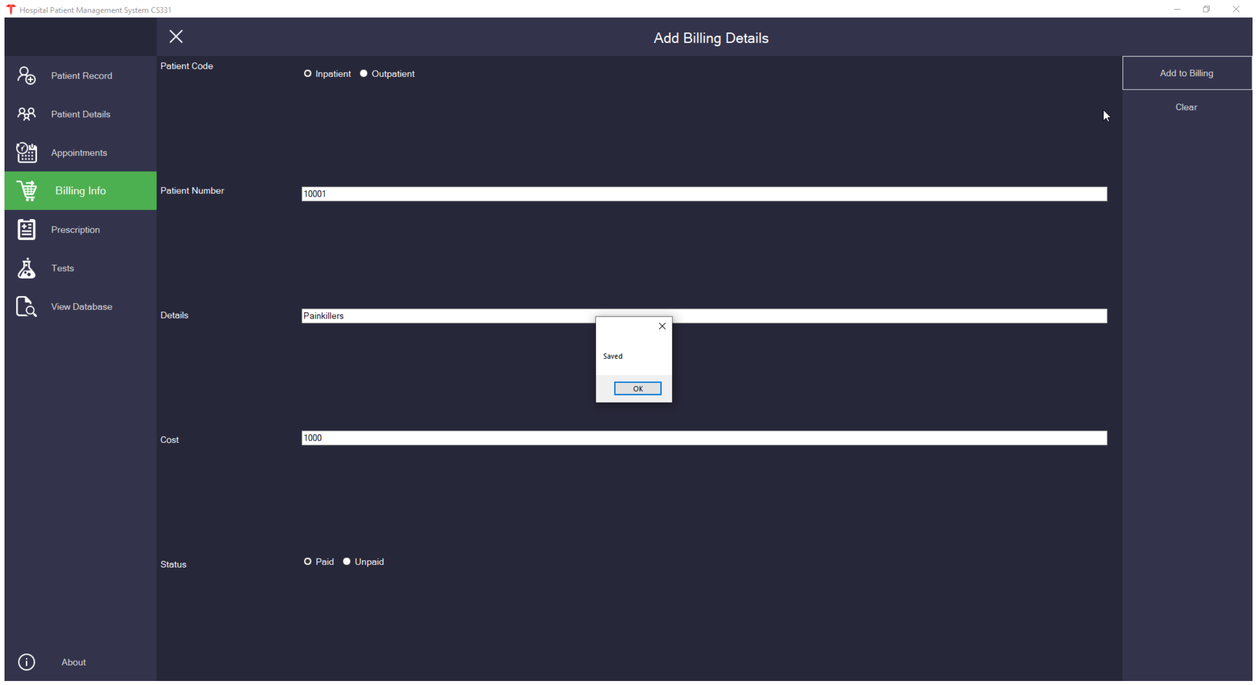


Enter a new date, and the Appointment ID and update the entry.

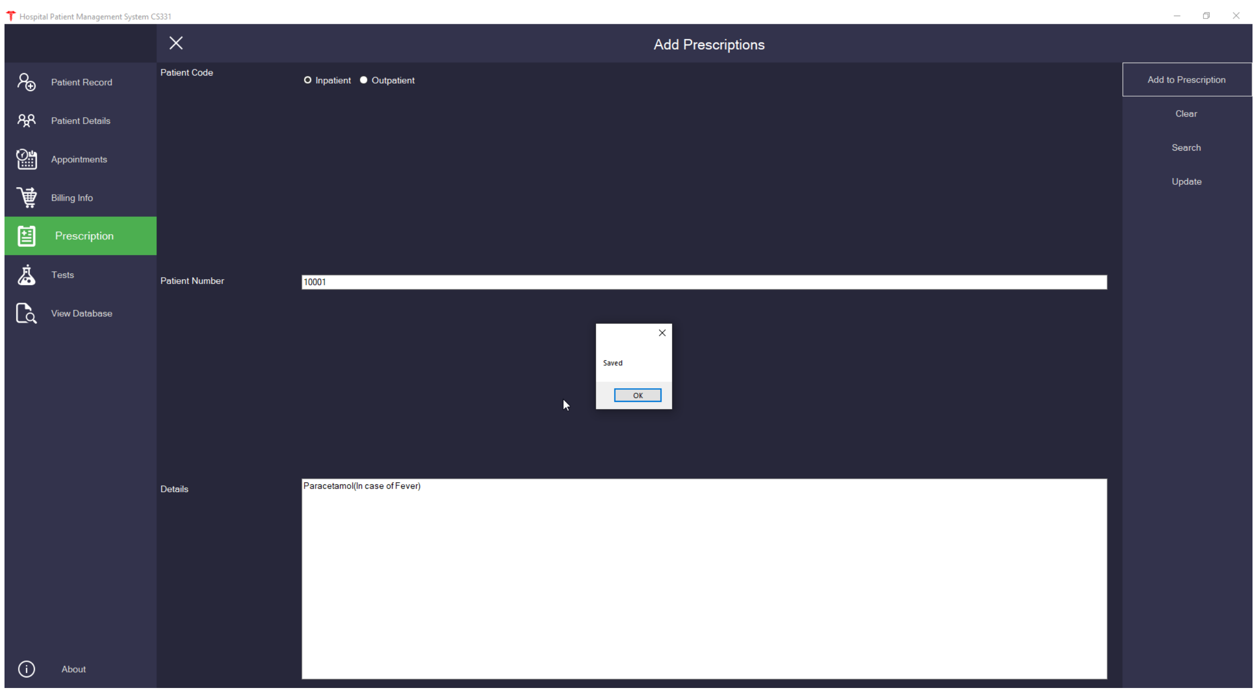


The option to delete an Appointment if it is cancelled is also available.

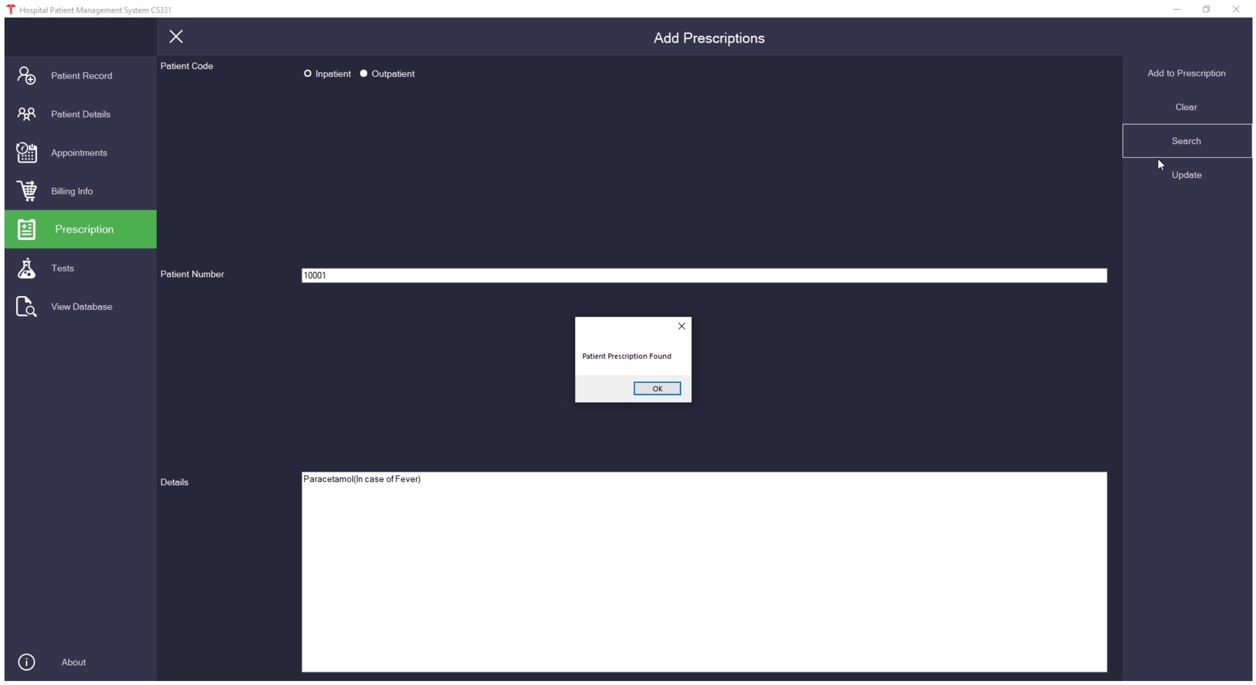
Enter Bill details for each cost incurred by a patient,such as a lab test or medicines.



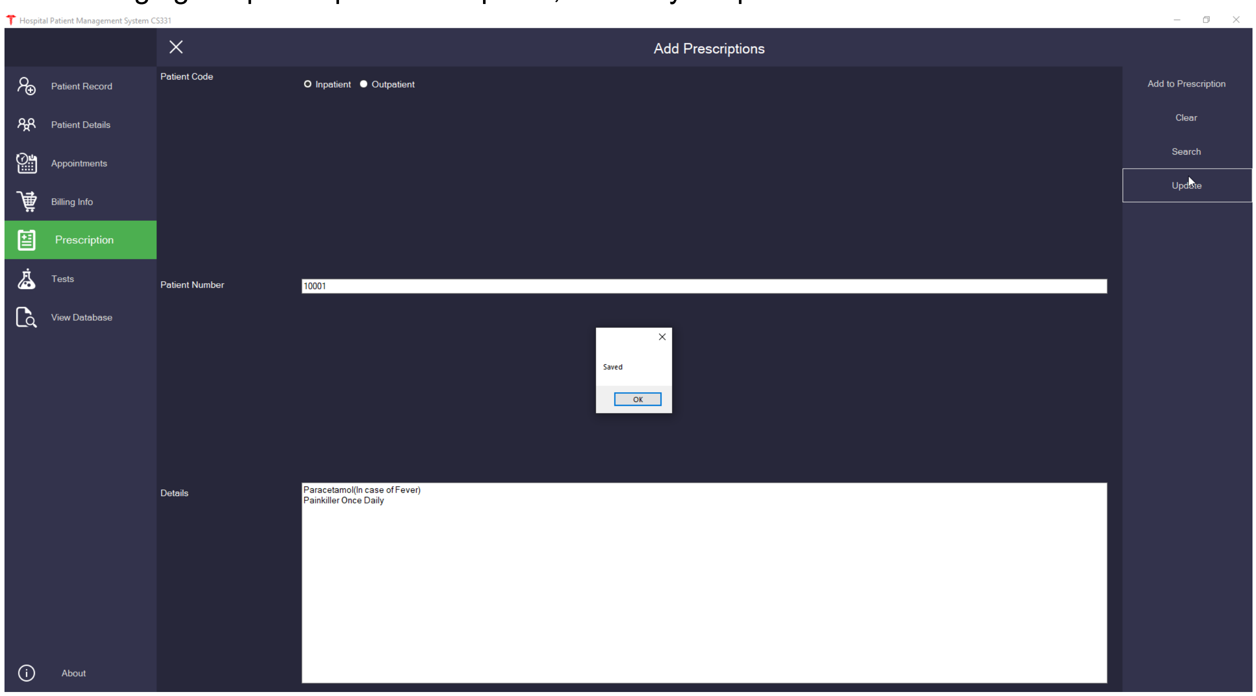
Add Prescriptions for a patient.



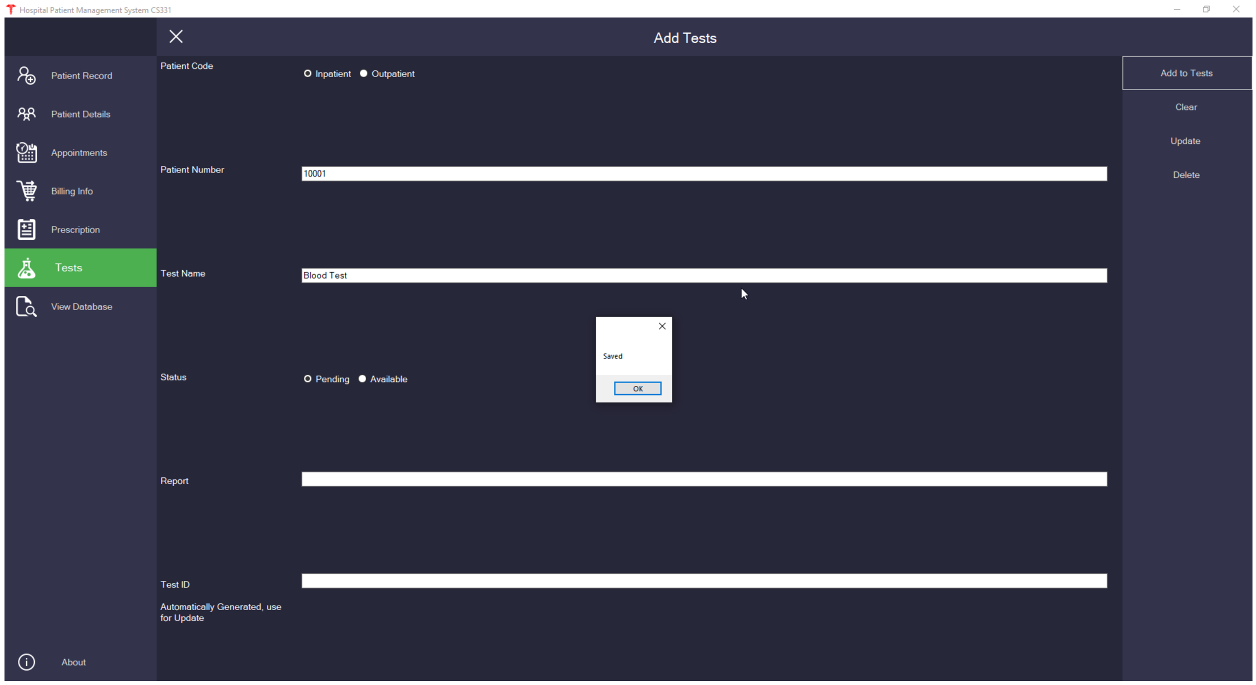
By entering the Patient ID, any existing prescriptions can be found,and gets filled into the text box, and then can be edited directly.

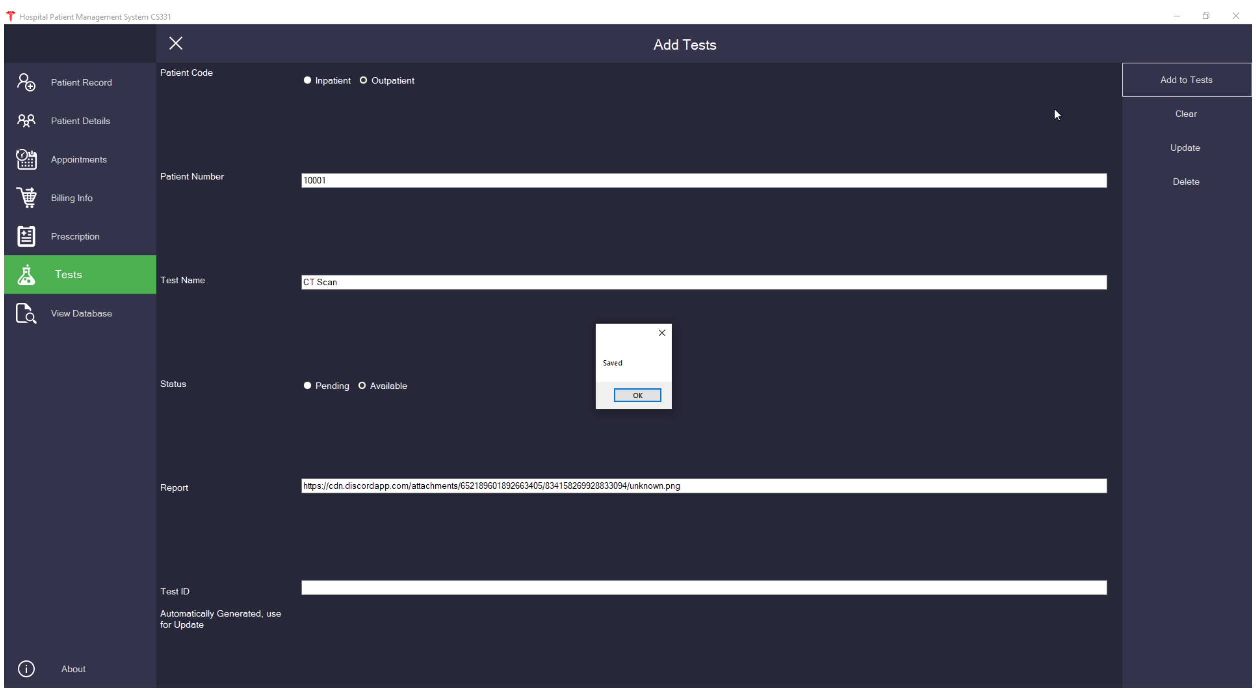


After changing the prescription as required, the entry is updated.



Test details ordered by a doctor for patients are entered along with their completion status.





By using the automatically generated Test ID(Which can again be viewed in the View Database Tab), test status and report link can be updated as needed.

In the View Databases tab, enter any given Patient's ID to view their information in the respective tables. The table to view is selected by the buttons on the right.