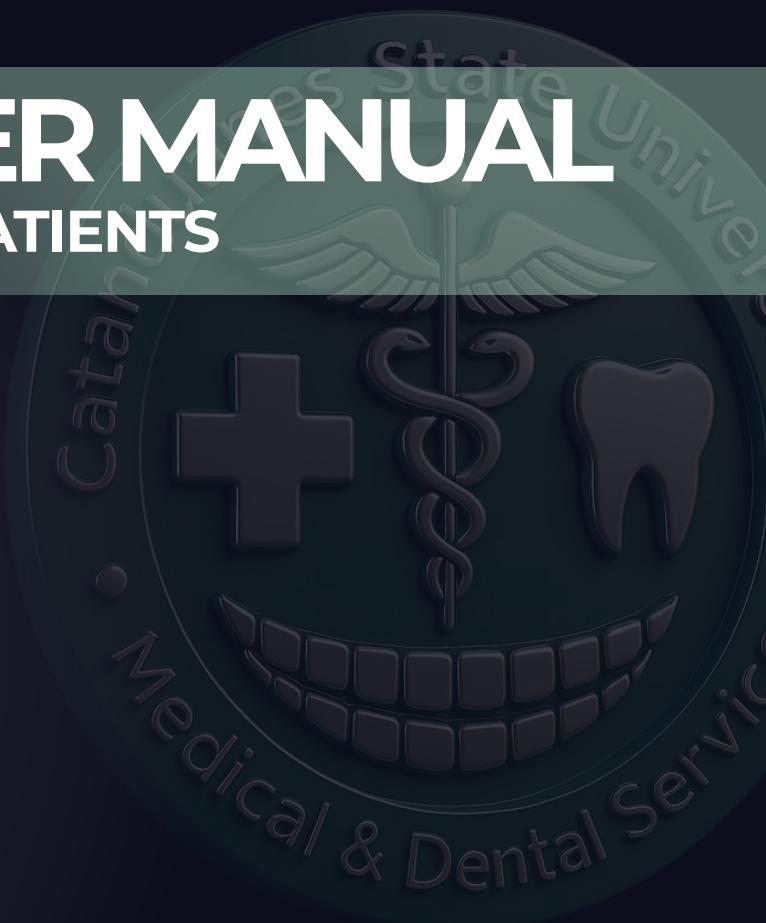




USER MANUAL FOR PATIENTS



ecatsulta.com

F

CATSU Medical
and Dental Services

V

0912 432 0941



catsu.mds2022@gmail.com

1

Welcome to E-CATSULTA!

Hey there, CatSUans!

Tired of waiting in line at the infirmary? With E-CATSULTA, you can now book your medical or dental appointments online—fast, easy, and stress-free.

Whether you're a student or an employee, E-CATSULTA lets you set appointments in just a few taps, anytime and anywhere. Let's get started!

2

What You'll Need



MAKE SURE YOU'RE READY BEFORE BOOKING:

Device Compatibility:

Mobile: Android 8.0+ | iOS 14+ | ~3GB RAM

Desktop: Windows 10+, macOS 11+, Linux (modern) | ~4GB RAM

Other Requirements:

A **stable** internet connection

An **updated** web browser (Chrome, Firefox, Safari, etc.)

3

Getting Started

Ready? Let's Get Started!

STEP 1: VISIT THE WEBSITE

Open your browser and go to:
<https://ecatsulta.com>

Or scan the QR code.



SCAN ME!

STEP 2: LOG IN

Click “Book Appointment” and you’ll be directed to the Log In page.



or

Book Appointment

Log in with Google

and proceed to Section **4** **Booking an Appointment (Easy as 1-2-3-4!)**

If you’re a **new user**, fill in your **Full Name**, **Email**, and **Phone Number**, then click “**Register as New Patient**”.

You will be redirected to the **Registration Page**.

New user? Register below

Full name	<input type="text"/>
Email	<input type="text"/>
Phone number	<input type="text"/>
<input type="button" value="Register as New Patient"/>	

STEP 3: PATIENT REGISTRATION AND VERIFICATION

Enter all your required details on the registration form and click

Submit and Continue

A verification modal will appear. Enter your 6-digit passkey (format: MMDDYY) associated with your ID number, then click “**Verify**”

Verify Your Identity

Please enter your 6-digit passkey (format: MMDDYY) associated with your ID number.

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="button" value="Cancel"/>	<input type="button" value="Verify"/>			

4

Booking an Appointment (Easy as 1-2-3-4!)

Once verified, you'll proceed to your [Patient Dashboard](#) which includes:

- Personal Information
- Medical Information
- Appointment History
- Doctor's Notes

STEP 1: CLICK "NEW APPOINTMENT"

[New Appointment](#)

STEP 2: CHOOSE YOUR DOCTOR

Dr. Abigail M. Abundo

- Medical Services

Dr. Genevieve S. De Castro

- Dental Services

Doctor

Select a doctor



Abigail M. Abundo (Medical)



Genevieve S. De Castro (Dental)

Select Appointment Date & Time

Please select a date and time for your appointment from the available slots.

May 2025							Time
Su	Mo	Tu	We	Th	Fr	Sa	
27	28	29	30	1	2	3	2:00 PM
4	5	6	7	8	9	10	2:30 PM
11	12	13	14	15	16	17	3:00 PM
18	19	20	21	22	23	24	3:30 PM
25	26	27	28	29	30	31	4:00 PM
							4:30 PM
							5:00 PM

● Available ● Fully Booked (10/day) ● Holiday/Off

Time Booked Slot

Cancel **Confirm**

STEP 3: CHOOSE DATE & TIME

Select a Date and Time Slot

- Use the calendar to select an available day.
- Choose a time that works best for you.

Once you've made your selection, click "Confirm."

You may also enter your [reason for appointment](#) and any [polite comments](#) for the doctor.

LEGEND:

Green – Available

Red – Fully Booked

Gray – Holiday / Doctor is Off

Strikethrough – Booked Slot

NOTE:

No rescheduling or cancellations allowed, so double-check before confirming!

STEP 4: SUBMIT APPOINTMENT

Click "Submit Appointment" to finalize your booking—your appointment will now be officially scheduled and saved in the system.

You'll see your Appointment Details with a [QR Code](#) and [Appointment Code](#)—[Screenshot](#) or save this!



If your appointment is cancelled, you'll be notified via [SMS](#).

5

You're Booked! Now What?

ON YOUR APPOINTMENT DAY:



Arrive at the CatSU Clinic on time



Present your Appointment Code or QR Code to the medical clerk



Bring your Student or Employee ID



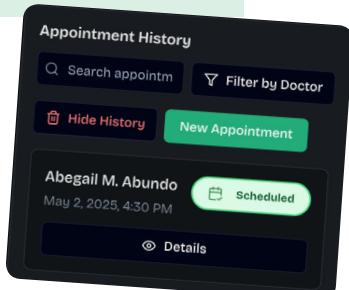
Follow health protocols as required

6

View or Review Your Appointment

Head to your [Appointment History](#) on the Patient Dashboard, then click "Details" to view:

- Appointment Date and Time
- Appointment Code
- Assigned Doctor
- Status (Scheduled, Completed, Cancelled, Missed)
- Reason for Visit



7 Quick Reminders



No Cancellations:
Confirm only when sure.



No Rescheduling:
Choose your slot carefully!



Stay Notified:
Watch for SMS updates
or check your dashboard
regularly.

8 Having Trouble? We've Got You!

COMMON ISSUES:

- No slots available?
Try checking again later or choose another day.
- No SMS received?
Double-check the phone number you registered or check your Appointment History.
- Website won't load?
Refresh or switch your browser.

NEED HELP?

- For appointment/infirmary concerns:
Call **0912 432 0941** (CatSU Health Services)
- For technical issues:
Email catsu.mds2022@gmail.com

9

Your Info Is Safe With Us



SCAN ME!

WE VALUE YOUR PRIVACY



Your personal and health data is securely stored and used only for E-CATSULTA services.

Learn more at: <https://ecatsulta.com/privacy-policy>

10

Let's Make Health Care Easier—Together!



THANKS FOR USING E-CATSULTA!

We're here to support your health and well-being throughout your journey at CatSU.

Stay safe, stay healthy—and don't forget to share this with your friends!



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