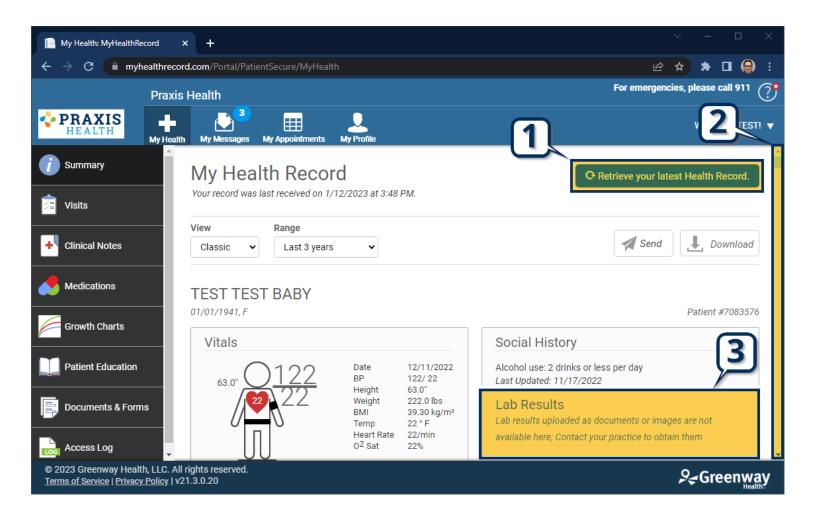


My Health Record Troubleshooting Guide

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Viewing Lab Results



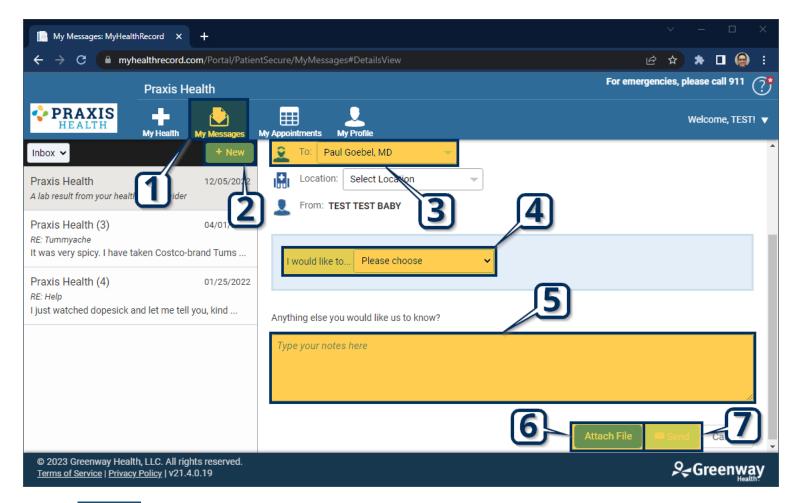
○ Retrieve your latest Health Record.□□□Lab Results

available here; Contact your practice to obtain them

- 1. Select Retrieve your latest Health Record.
- 2. Scroll down the page until you see Lab Results.
- **3 Lab Results** are visible in the right-hand column.



Sending New Messages





- 1. Select **My Messages** from the top bar.
- **2.** Select **New** to create a new message.
- To: Paul Goebel, MD
- **3.** Select **Provider** to send message to.
- I would like to... Please choose 4. Select **Reason** for message.
 - **5.** Enter your **Message** into the box in the center of the screen.
 - Attach File

 Send

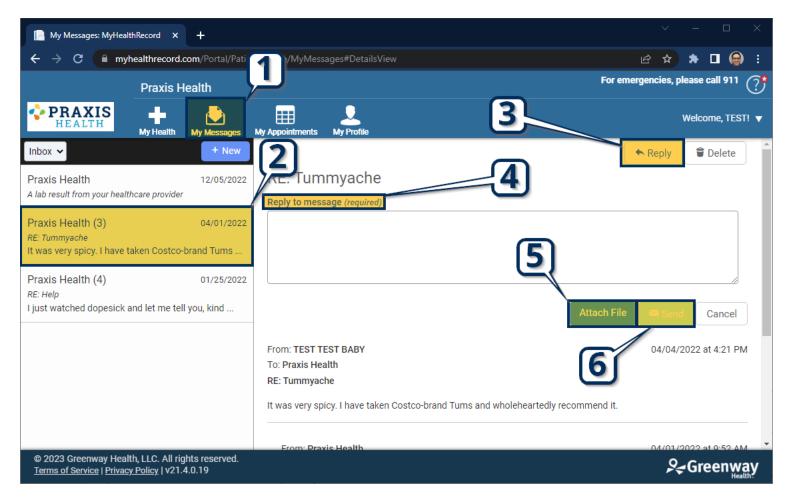
Anything else you would like us to know?

Type your notes here

- **6.** If desired, select **Attach File** to send a document or image with the message.
- **7.** Select **Send** to send message.



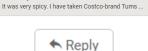
Replying New Messages





Praxis Health (3)

- 1. Select **My Messages** from the top bar.
- **2.** Select specific **Conversation** on left-hand side.



3. Select **Reply** to send message back to the provider/clinic



4 Enter your **Message** into the box in the center of the screen.



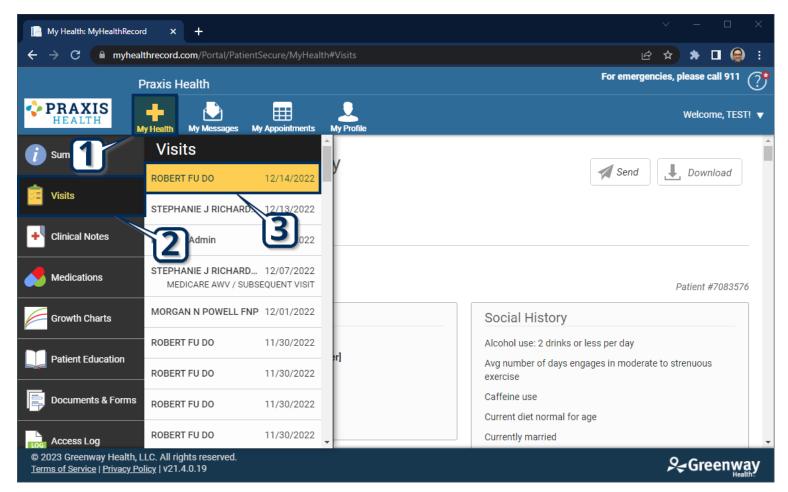
5. If desired, select **Attach File** to send a document or image with the message.



6. Select **Send** to send message.



Viewing After Visit Summaries





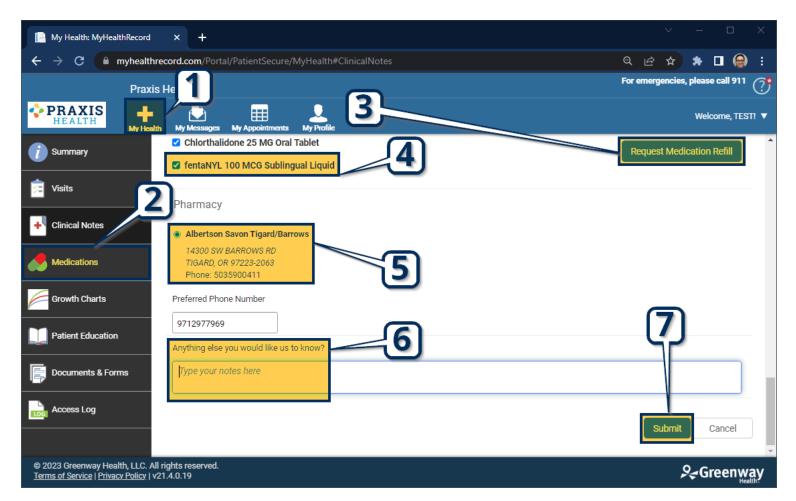
ROBERT FU DO

12/14/2022

- 1. Select **My Health** from the top bar.
- 2. Select **Visits** to view after-visit summary.
- **3** Select **Appointment Date/Provider** to view specific summary.



Medication Refill Requests





1. Select **My Health** from the top bar.

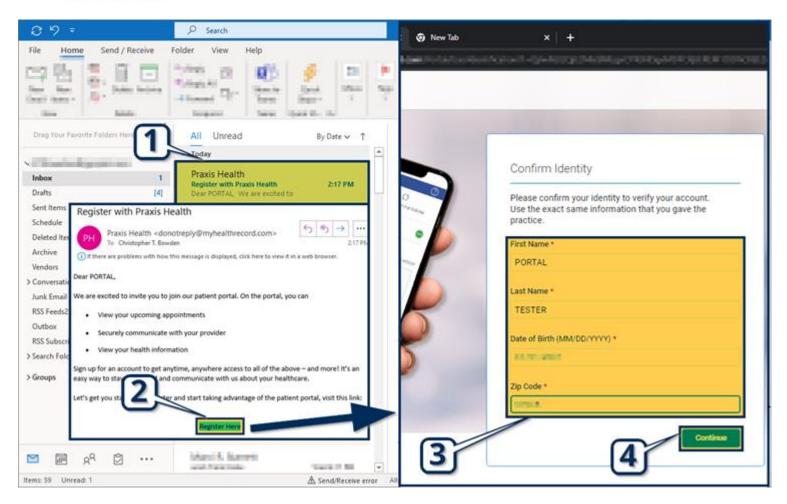


2. Select **Visits** to view after-visit summary.

Request Medication Refill

3 Select **Appointment Date/Provider** to view specific summary.





Register with Praxis Health



1. After staff send you a portal invitation, look for an email from **Praxis Health**.



2. Open the email and select Register Here.

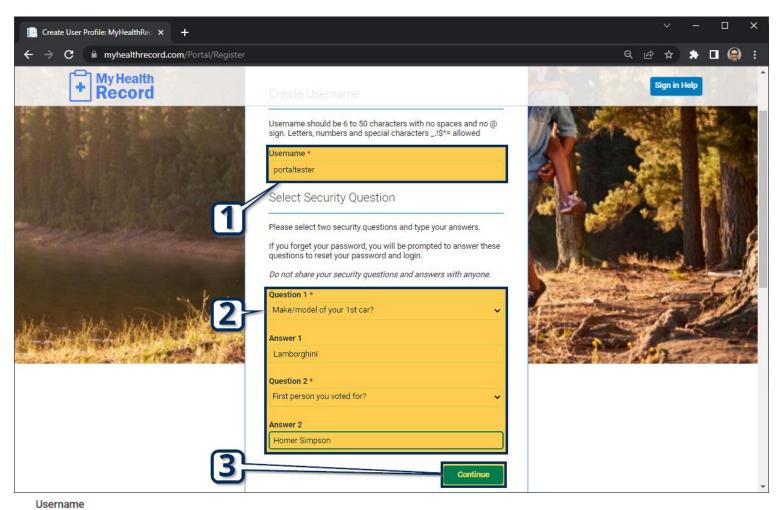
First Name *

3 Enter your information including Name, Date of Birth, and Zip Code.



4. Select **Continue** to proceed.





Username

1. Enter Username.

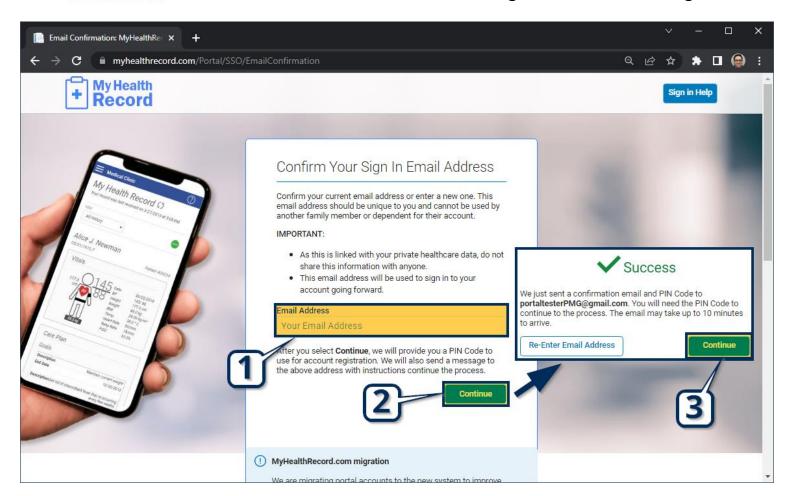
Select Security Question

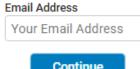
2. Choose 2 Security Questions and Corresponding Answers.

Continue

3. Select **Continue** on this page, then select **Continue** again on the following.







1. Enter your email address. *This email must be separate from another user.*

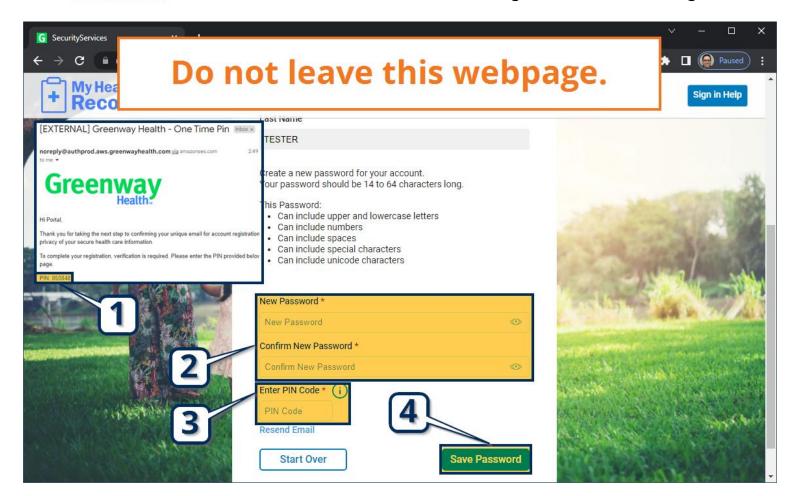
Continue

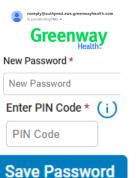
2. Select Continue.

Continue

3 Select **Continue** again on the next page.



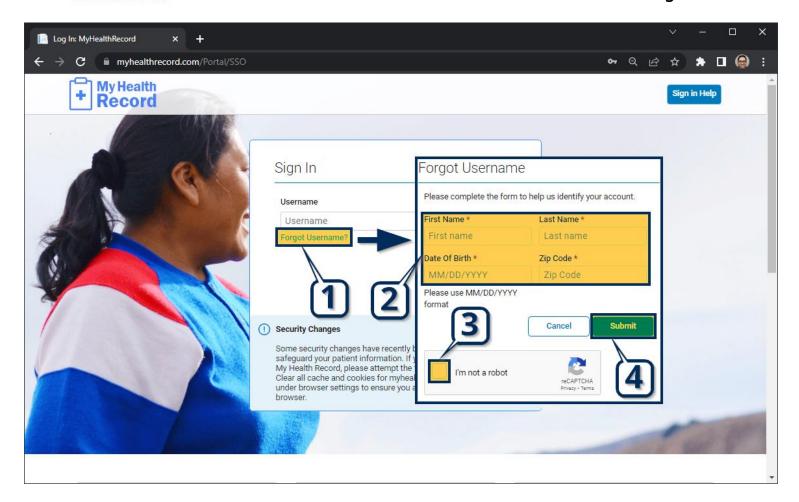




- 1. Without leaving this web page, go to your email (either in a new tab or program) and open the email from Greenway Health. Find your PIN Code inside.
- **2.** Enter a new **Password**. Passwords must have at least 14 characters.
- 3. Enter the PIN Code from the email.
- **4** Select **Save Password** to finish.



Retrieving Username





1. Go to http://myhealthrecord.com and select Forgot Username.

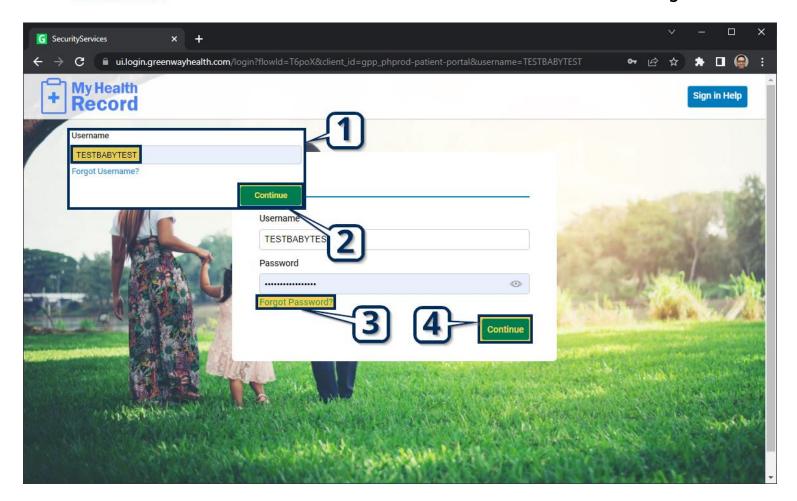


Submit

- **2.** Enter identifying information including **Name**, **Date of Birth**, and **Zip Code**.
- 3. Click Captcha Checkbox.
- **4**. Select **Submit**. An email will be sent to you with your username inside.



Resetting Password



Username

Username

1. Go to http://myhealthrecord.com and enter **Username**.

Continue

2. Select Continue.

Forgot Password?

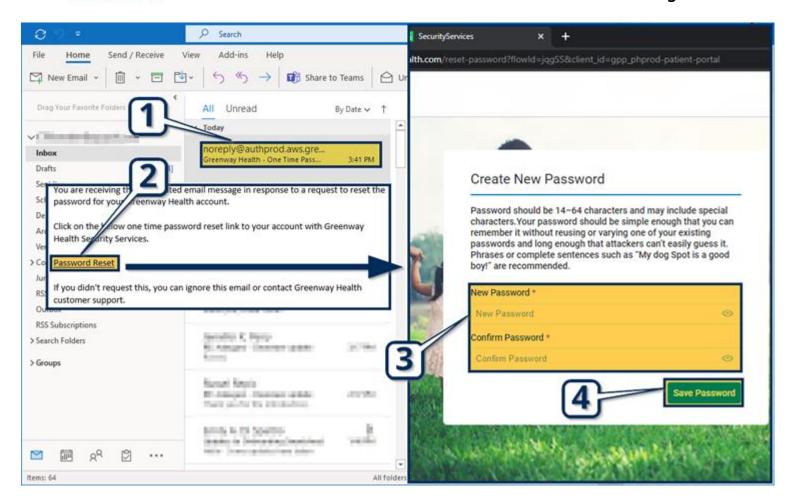
3. Select **Forgot Password**.

Continue

4. Select **Continue** again. An email will be sent to you with a reset password link.



Resetting Password



noreply@authprod.aws.gre...
Greenway Health - One Time Pass... 3:41 PM

1. Open up your email from **Greenway Health**.

Password Reset

2. Scroll down in the email and select **Password Reset**

New Password *

New Password

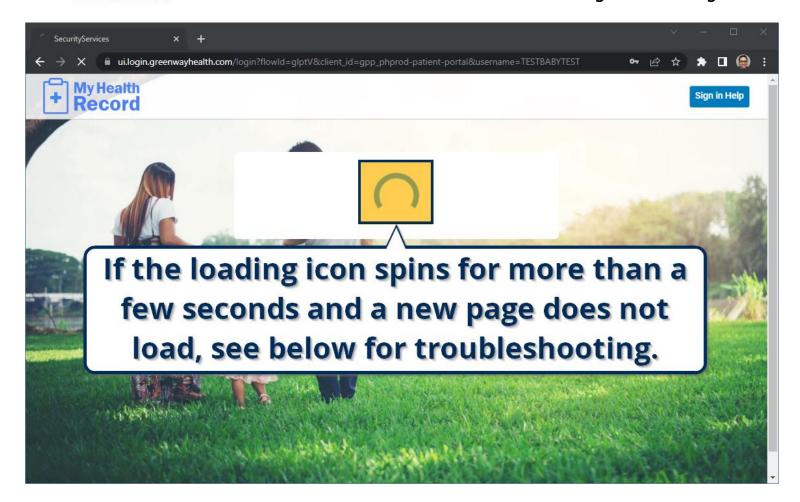
3. In the new window, enter and confirm your **New Password**.

Save Password

4. Select Save Password.



Frozen Page / Loading Issues

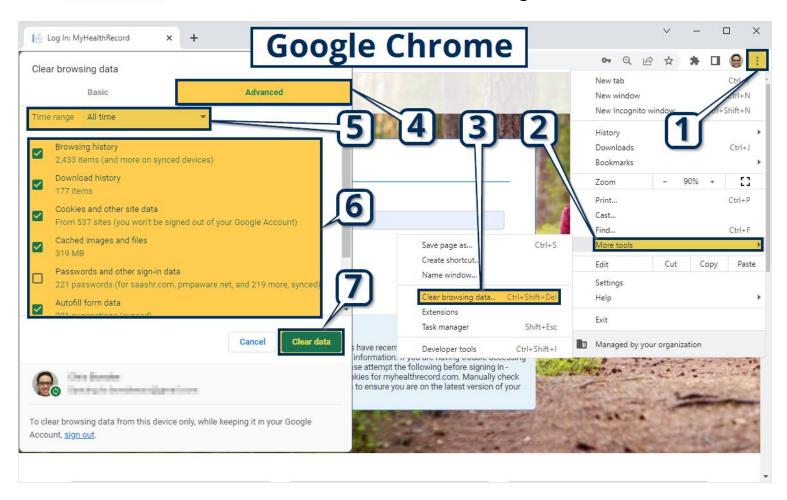


Attempt to delete your browser cache using the guides listed on the following pages. If your browser is not listed or you are using an Apple product, please contact a technologically adept friend/family member to instruct you on how to do this. We are unable to provide additional support for this issue is related to old files on your device. Please be aware deleting your browser cache can remove saved settings from other sites, and we cannot be held responsible for any resulting damages.

If you are using a VPN (Virtual Proxy Network) or network antivirus, please disable it and retry.



Google Chrome - Reset Cache



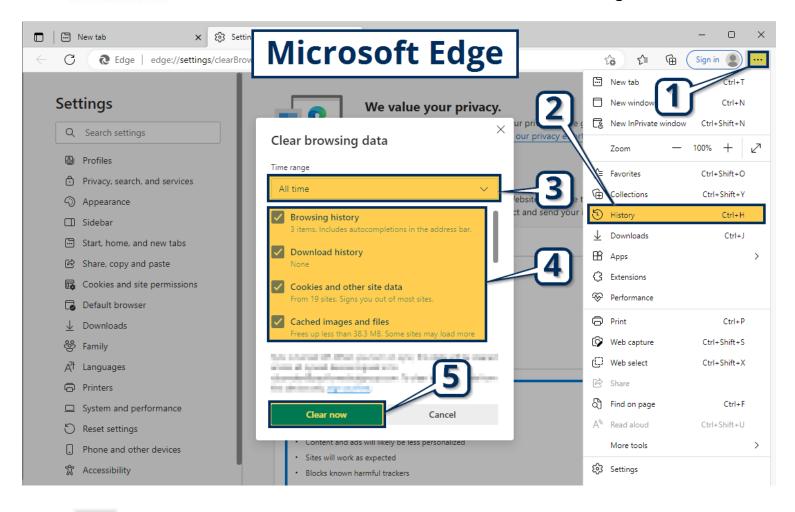
- 1. Select the **3 Vertical Dots** on the far upper right side of the screen.
- More tools **2.** Hover over **More Tools.**
- Clear browsing data... Select Clear Browsing Data.
 - Advanced 4. Select Advanced.
- All time

 5. Set Time Range to All Time.

 2.433 tems (and more on synced devices)
 2.433 tems (and more on synced devices)
 2.430 tems (and more on synced devices)
 3. Select all Checkboxes EXCEPT for Password and other sign-in data.
 - 7. Select Clear Data.



Microsoft Edge - Reset Cache



- 1. Select the **3 Horizontal Dots** on the far upper right part of the screen.
- Thistory **2.** Select **History**.

Time range

All time

Clear now

Cached images and files

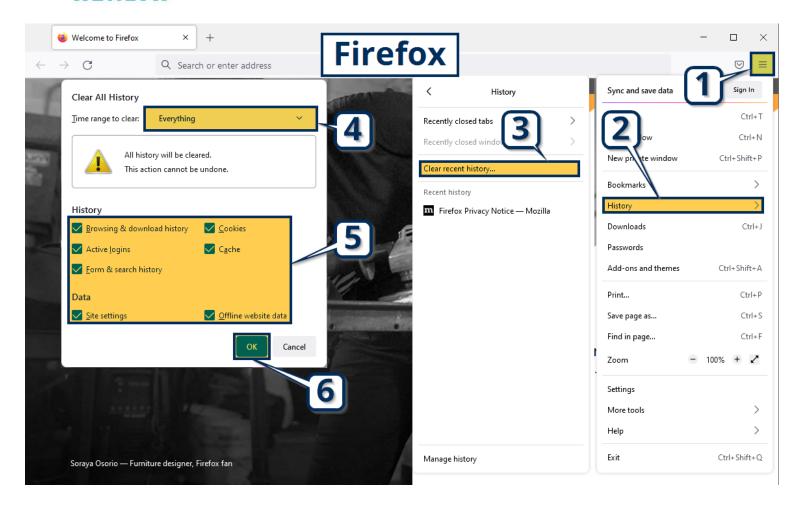
slowly on your next visit.

- **3.** Set time range to **All Time**.
- **4.** Select **all Checkboxes EXCEPT** for **Passwords**.

5 Select **Clear Now**.



Firefox - Reset Cache



- 1. Select the **3 Horizontal Bars** at the far upper right section of the screen.
- History 2. Select **History**.
- Clear recent history... Select Clear Recent History.

Time range to clean: Everything 4. Change Time range to clean to Everything.

- History

 ✓ Browsing & download history

 ✓ Active logins

 Select all Checkboxes.
 - **6.** Select **OK**.



Internet Explorer - Reset Cache

