

Date Updated: 2/24/12

Patient Portal: Secure Messaging

Double click on the Secure Messaging Desktop icon to open application.



Enter the shared User ID for your site: _____@milreg.org

Enter Password: password1	
Connect IQ Secure Messaging Desktop	_ 🗆 🗙
File User Edit Help	
Message Center SMD Log	
User Login	
Please enter your secure user ID and password.	
User ID or Emal: @milreg.org	
Password Login I forgot my password	L
Remember my user ID	
Note: Your secure messaging ID may be the same as your email address. Your secure password may be	
different than the assword you use for logging into your computer or for receiving non-secure email.	
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Status:	.::

The first time you log in click the box to Remember my user ID. Click Login.

The Inbox will display messages sent via the patient portal.

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	Help	
Message Center SMD L	.og	
	🔶 Inbox Messages	Logged in lungallergysleep 🏼 🧿
🗏 Messages	😰 Refresh 🔗 Reply 🦚 Reply All 🔗 Forward 🛛 🗙 Delete 🖄 Move 🗸 🔎) Search 👻 📑 Print
🛐 New Message	🔽 🕅 Type Size From Subject	Sent 🗵
📷 Inbox (1)	🔀 🛛 MQ 🛛 8KB Doug Test 🛛 Request My Test Results	Tue 1/4/2011 8:02 AM
늘 Custom Folders 🕨	↑	
🛐 Delegate Folders 🕨		
🔁 Sent		
🔀 Drafts	1	
Templates		
Deleted (1)		
🗉 User		Messages 1-1 of 1 First Prev Next Last
Address Book		^
Manage Folders	System of Record Patient Matching Information	
Manage Briefcase	Patient Name: Doug Test	
Settings	Patient Sex: F	
	Patient DOB: 11/16/1965	
	Patient MRN: Not Available	
View Chart	Patient ID: 21919-2598001 External ID: 10495	
Send To Chart	Extended. 10493	
📮 Delegates		
Delegate Log In	Kryptiq EForm: Request My Test Results Summary	
Manage Delegates		
	Section: Request My Test Results	
	Test Results Selection	·
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Click to select and review the message in the window below.

Depending on the nature of the message, you can then "Reply" to the patient, or if this will be done later, you should "move" the message to be listed under the person responsible for responding to the patient.

Connect IQ Secu	re Messaging Desktop		
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Message Center SMD I F Messages Inbox Custom Folders F Sont Custom Folders F Sont Forafts Templates Deleted (1) F User Address Book Manage Folders Manage Folders Manage Folders Manage Folders Manage Folders Manage Folders Sottings F ENR South Chart South Chart	← Inbox rlessages ② Refresh ③ Reply ③ Reply All ⑤ Forward X Delete ○ ⑧ Type Size From Subject □ ■ Size From Subject □ ● MQ 8KB Doug Test Request My Test Results	brizzo@milreg.org cohagan@milreg.org ecaya@milreg.org ewagnerjohnson@milreg jbenoit@milreg.org jberry@milreg.org jnewton@milreg.org	Sent Tue 1/4/2011 8:02 AM
E Delegates Delegate Log In Manage Delegates	Kryptiq EForm: Request My Test Results Summary: Section: Request My Test Results		
Status:	Test Results Selection		tricountypatient.org 👸 .;;

Once moved, the message will display under the person's name responsible for following up with the patient.

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	Help		//
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	🔶 Inbox Messages		Logged in lungallergysleep 🧿
Messages	😰 Refresh 🐼 Reply 🐼 Reply All 🐼 F	orward 🛛 🗙 Delete 🛛 🖄 Move 🗸 🎾 🖉	arch 🗸 📑 Print
🛐 New Message	🗹 🕅 Type Size From Su	ubject	Sent 🗵
🔄 Inbox (1)	APT 8KB SUE Reserved Test R		Wed 1/5/2011 9:06 AM
Custom Folders 🕨		jnewton@milreg.org delegated messages	
🔄 Delegate Folders I	😺 🖊 1Q 8KB Doug Test R	equest My Test Results	Tue 1/4/2011 8:02 AM
🗟 Sent	/		
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Deleted (1)	/		Messages 1-2 of 2 First Prev Next Last
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Address Book	System of Record Patient Matching	a Information	
Manage Folders		ginomation	
Manage Briefcase	Patient Name: Doug Test		
Settings	Patient Sex: F Patient DOB: 11/16/1965		
EMR	Patient MRN: Not Available		
View Chart	Patient ID: 21919-2598001		
Send To Chart	External ID: 104936		
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🔲 Delegates	Kryptig EForm: Request My Test Re	esults	
Delegate Log In	Summary:		
Manage Delegates			
	Section: Request My Test Results		
	Test Results Selection		
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Any new messages will display above messages that have been assigned.

Because the log in to secure messaging is shared, anyone logged in will see all new messages and any that have been assigned to others.

After replying to the patient, or when the message has been taken care of, move the message to the Completed Tasks or, if applicable, Referrals Processed folder.

Connect IQ Secure Messaging Desktop	Connect IQ Secure Messaging Desktop
Elle User Edit Help Message Center SMD Log	<u>File User Edit Help</u>
Reply Message ■ Messages ■ Send I Send	Message Center SMD Log
New Message To Doug Test <atest@mireg.org> To Co Co</atest@mireg.org>	🗧 Inbox Messages
Custom Folders > Subject: RE: Request My Test Results Note: subject test in our encrypted - do not include sensitive or private in Sense and the subject test in not encrypted - do not include sensitive or private in	E Messages Refresh 🔗 keply 🛞 Reply All 💊 Forward 🗙 Delete 📴 Move 🗸 🕽
□ sent ② Drafts ■ 王書書 ■ Templates	New Message It Type Size From Ubject Search
Deleted (1) Dr Curly has reviewed your CT, results are unchanged. Continue with curre Dr Curly has reviewed your CT, results are unchanged. Continue with curre Tor your next follow up appointment this spring.	Custom Folders > Custom Folders > APT 8/B SUE Reserved Test Request An Appoint acalleros@milreg.org
Manage Folders	🙀 Delegate Folders 🖌 🙀 MQ &KB Doug Test 🦷 Reques My Test Rest cohagan@milreg.org
Manage Briefcase Sent: 1/4/2011 8:02:05 AM Settings To: Lung Allergy Sleep	ecaya@milreg.org ewagnerjohnson@milre
Suhiert: Request My Test Results	jbenoit@milreg.org jberry@milreg.org
	jnewton@milreg.org lpenney@milreg.org
	zbibeault@milreg.org Completed Tasks
	Referrals Processed New Folder