



Adding Child/Spouse to Your Patient Portal

Step 1

- You will need to receive an email from Madison Regional Health System. This will be obtained at your next appointment or calling 605-256-6551 and asking to register for the patient portal.
- Be sure to check your Spam or Junk folder if you do not see the email.

Hi Oliver,

You have been invited by your provider to register on the Patient Portal. To get started, simply register your new account by clicking the following link or copy the URL into your browser's address bar:

<https://login-mycarecorner.cpsi.com/transferwelcome.aspx?packageid=CTDP-VFXW-QLAL-BCRX-WRNE>

When prompted to enter your invitation code, please enter the following code:

CTDP-VFXW-QLAL-BCRX-WRNE

You will then be prompted to answer a verification question.

After you have entered all the required information, click the "Allow" button to complete the process. Once you receive the "Access Approved" notification on the screen, your registration is complete and you will have access to the following on the portal:

- View upcoming appointments
- Have 24/7 access to your portal health record
- View and send communications to your provider
- And much more

Please contact the facility if you need assistance or need a new invitation code.

Madison Community Hospital
605-256-6551

- Click on the link provided in the email.

Madison

REGIONAL HEALTH SYSTEM

Step 2

- The my portal webpage will display instructing you to complete your information transfer. Select Continue will display the invitation code that was included in your registration email.

Complete your information transfer to Connected Health Base

Connected Health Base is a free online service you can use to store health records from multiple sources in one convenient place. Your next steps: Sign in to, or create, your Connected Health Base account. Answer the verification question(s). After you've verified your identity, you'll select the Connected Health Base record where you'd like this information to be stored.

Continue

- Click on Continue

Step 3

- If you selected the link from the email the code will automatically display in the code fields for you. Otherwise enter the invitation code from the registration email. Select submit to continue to register your portal account.

Complete your information transfer to Connected Health Base

Identity Code

Connected Health Base needs a special code to get your health information. Please enter the code you were provided.
Note: If you copy and paste the entire code into the first field, it will automatically fill in the other fields.

CTDP	VFXW	QLAL	BCRX	WRNE
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Submit

- Click Submit

Step 4

- Sign into YOUR patient portal account.

Don't Have an Account Yet?

Signing up for an account is quick and easy! In just a few simple steps you will be on your way to better managing your health.

[Create Account](#)

Sign in to Your Account

Email

oliver.roth@gmail.com

Password

.....|

[Forgot Password?](#)

Sign In



Step 5

- Answer the verification question that displays asking for additional information to confirm your identity.
- Make sure you put in the birthdate of the child/spouse you are adding.

Complete your information transfer to Connected Health Base

Please answer the verification question to confirm your identity.

Your question is:

What is your date of birth (MM/dd/yyyy)

Enter your answer below.

Submit


- Click Submit

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Step 6

- Click on Add Record on the far right side

 Complete your information transfer to Connected Health Base


Evident Community Hospital wants to access Connected Health Base in order to:

- Access 63 types of health information
- View health info
- Add or change health info

[View the details of the requested access](#)


[Privacy Policy](#) [Terms of Use](#)

Select the record that Evident Community Hospital will be able to access:

 Oliver Roth

Visit the Terms of Use and Privacy Policy to learn how Server11231QA will collect and use your information, including where and how they may use, store, and transfer your information; what other information they may collect; and how you can review, edit, or remove the information they hold.

Select the record that Evident Community Hospital will be able to access:

 Oliver Roth

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Step 7

- Fill out the Create New Record information with your child/spouse information.

Create New Record

Profile Image
 No file chosen

* First Name

* Last Name

* Relationship

* Sex
 Female Male

* Date of Birth

* Enter the characters you see

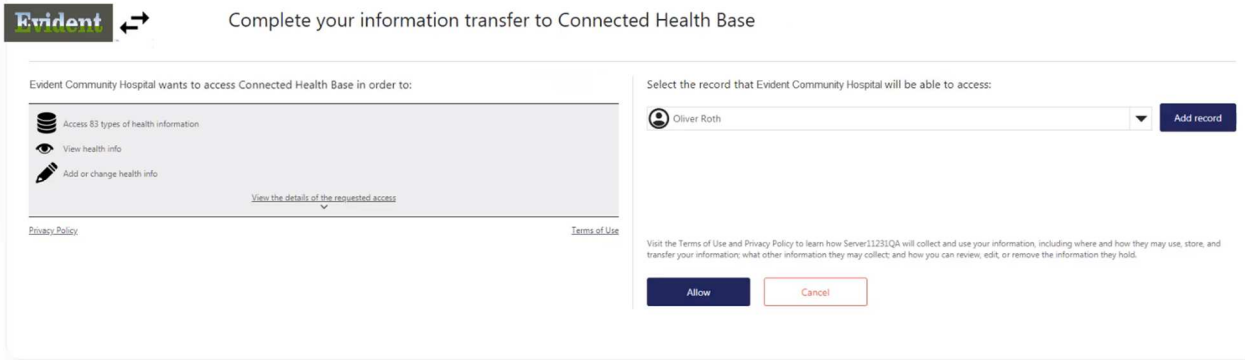
- Click Create

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REGIONAL HEALTH SYSTEM

Step 8

- To complete the transfer of information, select your record and then select Allow.



The screenshot shows the Evident interface for completing an information transfer. On the left, it lists the types of health information to be accessed: "Access 63 types of health information", "View health info", and "Add or change health info". On the right, a dropdown menu shows the selected record "Oliver Roth" with an "Add record" button next to it. At the bottom, there are "Allow" and "Cancel" buttons.

Select the record that Evident Community Hospital will be able to access:



A close-up of the record selection dropdown menu. The dropdown is open, showing the name "Oliver Roth" next to a person icon. A red box highlights the dropdown menu. To the right of the dropdown is an "Add record" button.

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A close-up of the "Allow" and "Cancel" buttons. The "Allow" button is highlighted with a red box.

- Click Allow

Step 9

- Access approval will display letting you know you completed the necessary steps to exchange information with your provider. Then select Home to access your health record.

Access approved

Congratulations! You have completed the steps necessary to exchange information with your provider. Depending on how your provider uses Connected Health Base, they might view information that you add to your Connected Health Base record, or add information to your Connected Health Base record for you to view. Please ask your provider if you have questions about what to do next. You may be able to use apps that work with Connected Health Base to create, view or use health data in your record.

Home

- Click Home

Step 10 (if needed)

- If you selected the Terms and Conditions box without viewing the Terms and Conditions they will display at this point. After reading the Terms you will need to recheck the box at the bottom of the page and then choose Accept.

I agree to Terms and Conditions

Accept

- Click Accept

Your Patient Portal

- You will now be logged into your Madison Regional Health System patient portal.
- You will be seeing the home page of the child/spouse that was added.
- To change to your information, click on the colored circle initials at top right and choose what user you wish to see.

The screenshot displays the patient portal interface. On the left is a dark blue navigation sidebar with options: Home, Health Record, Allergies, Appointments, Blood Glucose, Blood Oxygen, Concerns, Conditions, Documents, Encounters, Height, Immunizations, Procedures, Reminders, Vital Signs, Weight, Lab Results, Medications, and Messages. The main content area features several health metrics: Blood Pressure (115/70, both 'In range'), HbA1c (No data exists in the chosen time period), Weight (a bar chart with four bars), and Blood Glucose (129, 'In range'). Below these is a 'Messages' section with 'Inbox' and 'Sent' tabs, and a notification for '1 new message' from 'Larson, Betty' with the subject 'Referral Appointment' dated 'Sep 16, 2019'. On the right side, there is an illustration of a doctor and a patient, followed by 'Encounters' and 'Medications' sections. The 'Encounters' table has columns for Admission Date, Registration Type, Discharge Date, Source, and Action. One entry is shown for September 16, 2019, at 07:00 AM, AMB (ambulatory), at Evident Community Hospital. The 'Medications' section lists 'XYZAL ALLERGY 24HR(Levocetirizine Dihydrochloride)' and 'LISINAPRIL TAB [5 MG](Zestril)', each with a 'Set Reminder' button. A red circular '+' button is located at the bottom right of the page.

If there are any issues with adding a child or spouse to your patient portal, please contact Madison Regional Health System at 605-256-6551.