

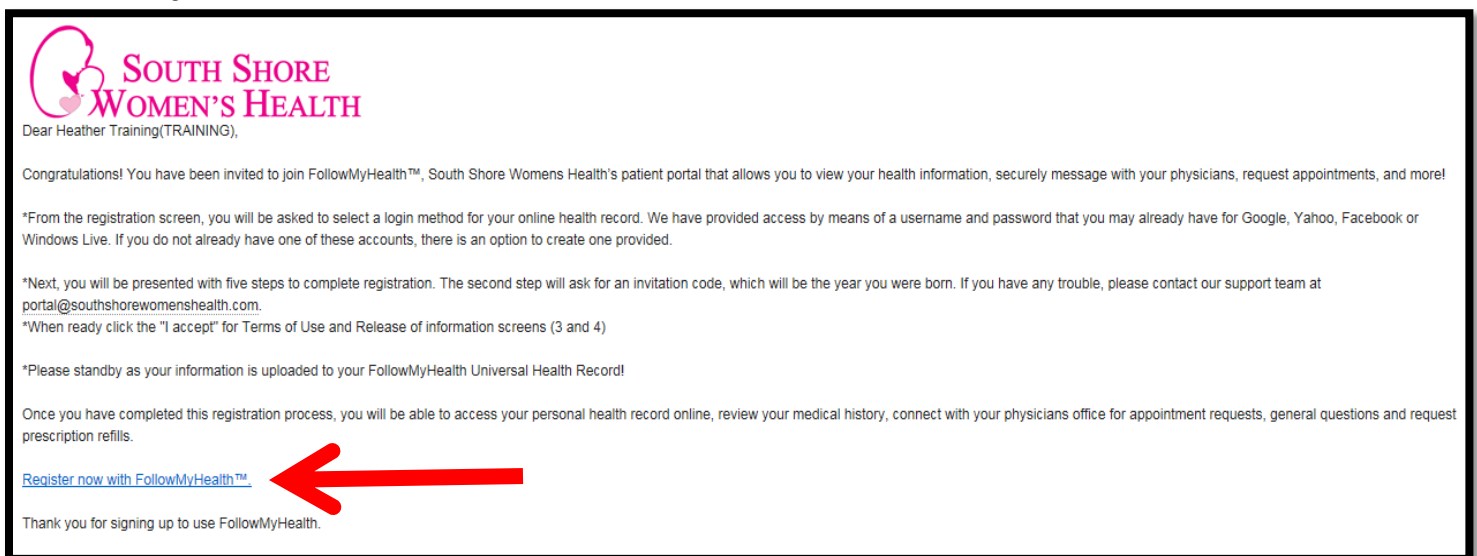


## How to Set Up Your Patient Portal Through FollowMyHealth

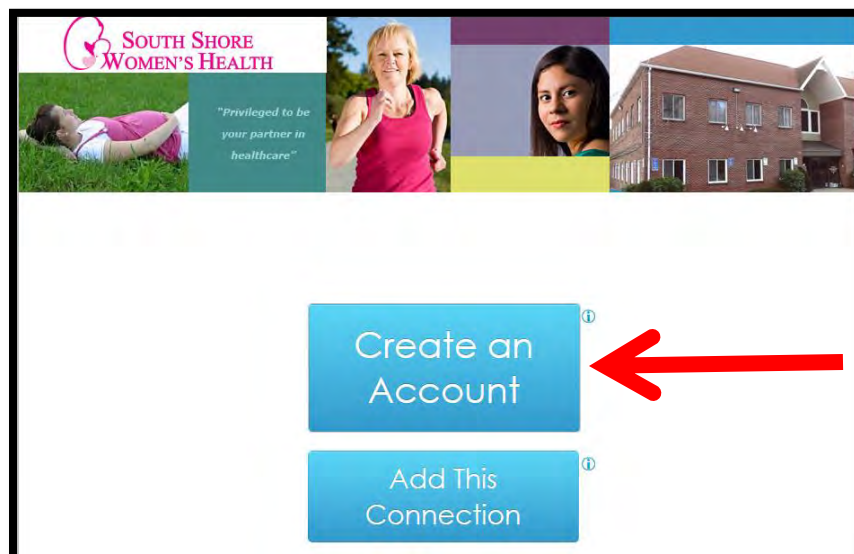
Follow these steps if you have received an email invitation to register for the FollowMyHealth patient portal. For a browser you must be using IE8 or newer, Fire Fox or Google Chrome.

Any questions you may email us at [portal@southshorewomenshealth.com](mailto:portal@southshorewomenshealth.com)

**1: From your email invitation, click the link to register. The link will be near the bottom of your email.**



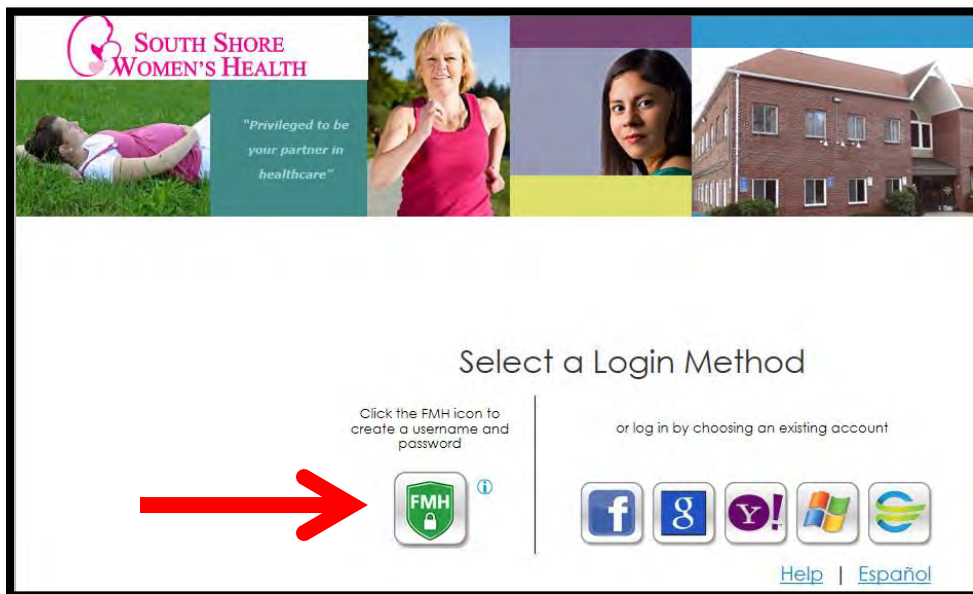
**2: If you have never used FollowMyHealth, click on Create an Account.**



\*If you have already created a login with FollowMyHealth, click Add this Connection to add us as your provider.



**3: If you want to create a User ID and password specific to FollowMyHealth, click on the green FMH shield icon. This will open a new screen.**



Or, if you want to use a User ID and password you already remember, you can choose one of the icons on the right. Log in with the corresponding information. This is only for authentication purposes, and will not connect this account with FollowMyHealth!

FollowMyHealth, Facebook, Yahoo, Gmail, Microsoft Live ID, Cerner Health

For example, if you wish to use your Google login, in the box that opens you will enter your Gmail email address and your Gmail password.

If you do not use the FMH login method, you can skip down to Step 6



#### 4: Create a Username.

**Create a password, enter the password again to confirm.** You will need to use letter, numbers, and at least one special character.

**Enter your email address, enter your email again to confirm. Then click continue.**

**\*\*Be sure to remember or keep track of your username and password! We do not have access to this information, and cannot retrieve it for you.**

### Create Your FMH Secure Login

Already have a FMH Secure Account? [Click Here to log in](#)

Create Your Username  
Username must begin with a letter and may not contain spaces or special characters

Create Your Password  
Password should be at least 8 characters in length, and include at least one numeric and one special character, such as: !@#\$%^&\*~(-

Confirm Password

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Enter your valid email address below. This is where we will send future communications regarding your FMH Secure Login account, including resetting forgotten passwords.

Email

Confirm Email



#### 4. Cont'd

**You will receive an email that your portal account has been established – BUT your medical records have not yet been connected.**

**Do not delete your confirmation email. It will provide you with your username and a link to manage your password.**

This email will come from [noreply@FollowMyHealth.com](mailto:noreply@FollowMyHealth.com), and look like the example here.

Hello,

**Please keep this email for your records.** You have requested to create an account with FMH Secure Login. Your have chosen:

*Username: xxxxxx*

If you did not create this account, click the following link to cancel this request: [Cancel Account](#)

You can also manage your FMH Secure Login preferences by logging into your Universal Health Record account and accessing **Login Preferences** under **My Account > Preferences**

Thank you,  
FMH Secure Login Services

#### 5: Re-enter your newly created ID and password to log in.

A screenshot of a web page titled "FMH Secure Login Creation Successful!". At the top left is the FMH logo, a green shield with a white padlock and the letters "FMH". Below the logo, the heading "FMH Secure Login Creation Successful!" is displayed in bold. Underneath, the instruction "Enter Your FMH Secure Login Username and Password to continue" is shown. There are two input fields: "Username" and "Password". Below the "Password" field is a "Log in" button. At the bottom, there is a link that says "Forgot your password?".

**FMH**

**FMH Secure Login Creation Successful!**

Enter Your FMH Secure Login Username and Password to continue

Username

Password

Log in

[Forgot your password?](#)




6: Follow the directions on the next screens. (5 steps)

This screenshot shows the first step of the account connection process. At the top left is the South Shore Women's Health logo. In the top right corner, there is a small "Español" button. The main heading is "Connect your account" with a progress bar below it. The sub-heading is "Step 1: Welcome". The text reads: "Welcome Heather. These screens will take you through the 5-step process of connecting your Universal Health Record to South Shore Womens Health. Please allow sufficient time to complete this process from start to finish. If your session is interrupted, you will be asked to start again from the beginning. Please click 'Next' to continue." A blue "Next" button is centered at the bottom.

This screenshot shows the second step of the account connection process. It features the same logo and "Español" button as the previous screen. The heading is "Connect your account" with a progress bar. The sub-heading is "Step 2: Accept Terms of Service". The text reads: "Please review the terms of service below:" followed by a scrollable box titled "Terms of Use" with a "[Print]" link in the top right. The "Terms of Use" text states: "Welcome to the FollowMyHealth Universal Health Record. All users of this web site, as well as the FollowMyHealth Universal Health Record and all related products and services (collectively, the 'Service'), are subject to the following terms and conditions of use (these 'Terms of Use'). Please read these Terms of Use carefully before accessing or using any part of the Service. By accessing or using the Service, you agree that you have read, understand, and agree to be bound by these Terms of Use, as amended from time to time, and agree to be bound by FollowMyHealth Privacy Policy which is hereby incorporated into these Terms of Use. If you do not wish to agree to these Terms of Use and/or the FollowMyHealth Privacy Policy, do not access or use any part of the Service." Below this is section "1. Definitions" with sub-points: (a) **Aggregate Data.** Aggregate Data is PHR Data that: (1) has names and other identifiers removed or altered and (2) is grouped so it does not identify or connect to you as an individual. In other words, Aggregate Data is information that does not identify an individual Services user. (b) **Authorized Individuals.** An Authorized Individual is an individual whom you authorize to access your FollowMyHealth. At the bottom, it says "By clicking on 'I Accept' below you are agreeing to the Terms of Service above and the Privacy Policy." Two buttons, "I Accept" and "I Decline", are at the bottom center.



Espanol

 SOUTH SHORE  
WOMEN'S HEALTH

## Connect your account

### Step 3: Enter Invite Code


The invite code is a secret between the patient and the healthcare provider with whom you are connecting. If you were not given a code directly from your provider, it will most likely be either the last four digits of your social security number or year of birth (yyyy). Remember, if you are setting up a proxy account for a child or dependent adult, the code applies to that patient and will be the his/her last four digits of social security number or year of birth (unless you were given a specific invite code from the provider for that patient).

For more information, please refer to the invitation email you received from [noreply@followmyhealth.com](mailto:noreply@followmyhealth.com) or contact your provider.

Invite Code

Your invitation code will be your 4 digit year of birth. If your code does not work, please email us at [portal@southshorewomenshealth.com](mailto:portal@southshorewomenshealth.com) and we will send you another invitation with the correct code.

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WOMEN'S HEALTH

## Connect your account

### Step 4: Release of Information

Please review this Release of Information and click "I Accept" or "I Decline" below.

FollowMyHealth  
Authorization Release of Information

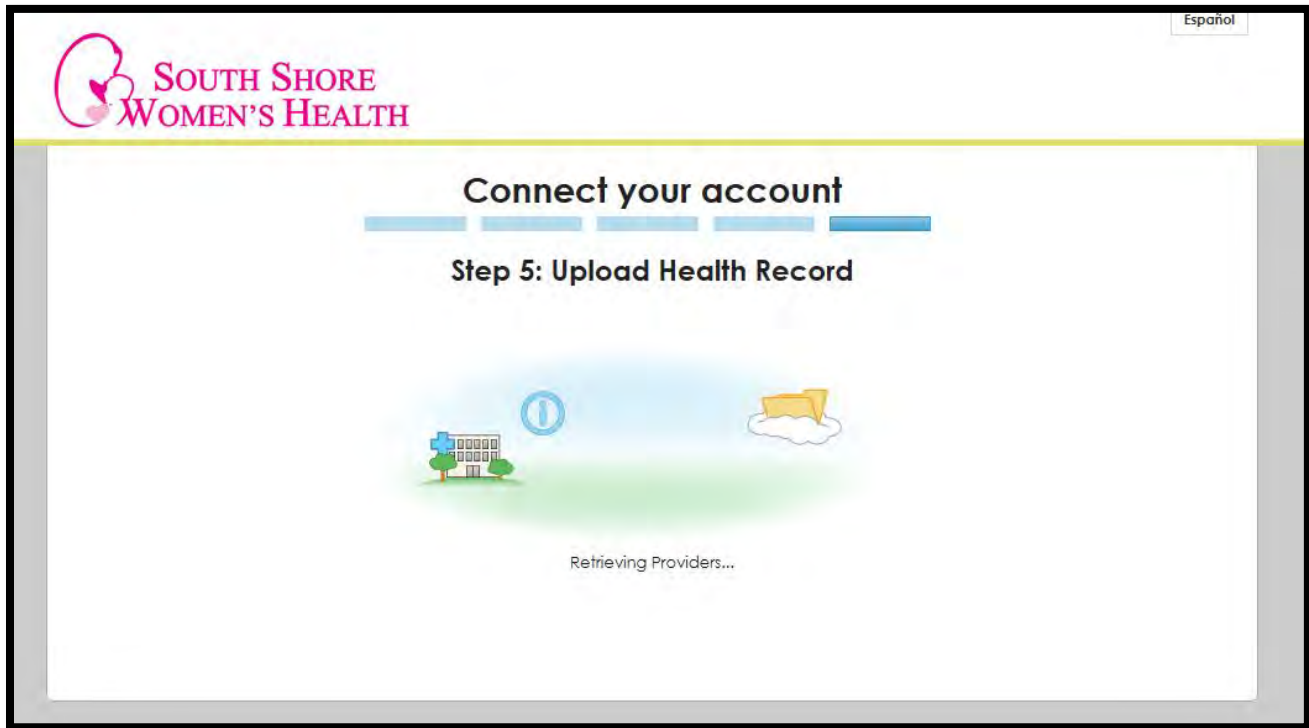
First Name: Heather

Middle initial: Last Name: Training[TRAINING]

I, Training[TRAINING], Heather authorize South Shore Womens Health to release any and all healthcare information about me to my FollowMyHealth personal health record for my own uses and purposes. I acknowledge that such healthcare information may include the following: x-rays, clinical diagnosis, histories of present illnesses, immunizations, allergies, prescription drug information, mental health screenings, treatment, including psychotherapy notes, diagnostic screening and testing, laboratory results, HIV/AIDS, infectious disease,



The last step will connect your portal account with your medical records here!



To log in in the future, visit our website [www.southshorewomenshealth.com](http://www.southshorewomenshealth.com) or bookmark this link:

<https://sswomenshealth.followmyhealth.com/login#/Index>

If you have any questions about this process, or using the patient portal, email us at [portal@southshorewomenshealth.com](mailto:portal@southshorewomenshealth.com)