

# Online Check-in Instructions

If you have provided your email address and cellphone number, you may be eligible for online check-in prior to your appointment. You are only eligible for online check-in if you received a notice via email or text message prompting you for online check-in. Online check-in is available via smartphone application only.

### 1. ACTIVATE ONLINE PORTAL

If you have not activated your online portal (you should have received a separate email regarding this), please do so before continuing with the subsequent steps. This is only available to our patients who have previously provided their email address to our practice either at your appointment or during the scheduling process. If your online portal is not active, you will not be able to check-in online. If you forgot your password, you may reset your password by visiting <a href="https://kansas.ema.md">https://kansas.ema.md</a> and clicking "Forgot password".

#### 2. INSTALL APPLICATION

To begin, install Modernizing Medicine's **APPatient application** on your smartphone. A link to download this application is provided in your initial portal signup email and/or your online check-in email.

Alternatively, you may search for the **APPatient application** through your smartphone's Appstore:



## 3. CLICK ON PROVIDED CHECK-IN LINK

When you receive your online check-in notification email or text message, you may click on the provided link to access the app from your smartphone. You may also open the application and log-in. Follow the prompts to complete your check-in process. You may be asked to input the practice URL. The practice URL is **kansas.ema.md.** 



The notifications may resemble the following:

You have an upcoming appointment with on 01/20/2024 @ 2:30 PM. If you don't have our APPatient app installed yet please use the following link to download it. https://practicemailer.com/8

Once the app is installed on your device use the following link to login and complete your Online Check-in. https://practicemailer.com/8

Figure 1: Text message example

This is a friendly reminder to Check in your upcoming appointment at Kansas City Skin and Cancer with on 02/01/2024 @ 1:40 PM

Please log in and verify/update your information.

 Using your mobile device, click the link below. Depending if you have the APPatient(TM) app downloaded already, the link will direct you to the Apple Store or Google Play. From there, please download and install the APPatient(TM) app accordingly.

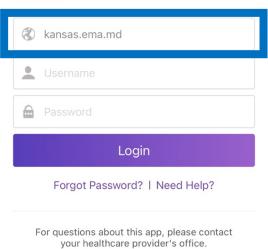
Figure 2: Email example

The link will open the previously-installed APPatient app. The practice URL is usually prefilled in the textbox (see below). If it is not, you will need to type in our practice URL manually: **kansas.ema.md**, followed by your username and password.

# Welcome to APPatient™

STOP! Before you can log into APPatient, your Patient Portal account must be set up using a computer internet browser. Instructions are located in the Patient Portal welcome email from your healthcare provider.

#### Learn more





4. Follow the check-in prompts to complete the requested information, and you are all set for your appointment!

