



blueTeleMed

A product of blueEHR

Quick Start Guide

This document provides information on how providers can set up their profile, view patient appointments, and initiate video consultation sessions in **blueTeleMed**.

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01. Prerequisites



You need to have your login credentials such as facility ID, username, and password.



For the video consultation feature to work, the blueTeleMed application requires camera and microphone access.



If your computer is running on MacOS, you must access the blueTeleMed application from the Safari browser.

02. Logging in to the Application

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Explore the underlying Health IT platform that built blueTeleMed in 7 days

Go to www.blueehr.com

While there, take a look at the integrated EHR system, blueEHR

Why blueEHR?	What it means for you?
Comprehensive EHR	Rid of multiple software
Cognitive design	Reduced user fatigue
Underlying HIT platform	Adapts to future needs

Welcome to blueTeleMed
Login to your account

Facility

Username

Password

Login

Forgot Password?
Don't have an account! [Sign Up](#)

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In the address bar of your browser, specify the URL:
app.blutelemed.com.



Specify the login credentials in the respective fields.



Click **Login**.

03. Configuring provider settings

Welcome John Doe!

You are just a few steps away to start. After verifying your details, you will be listdown in blueTeleMed Mobile App

Business Name : Dental Clinic Number of Users : 5

Complete Your Profile

Basic Details Professional Details Event Settings

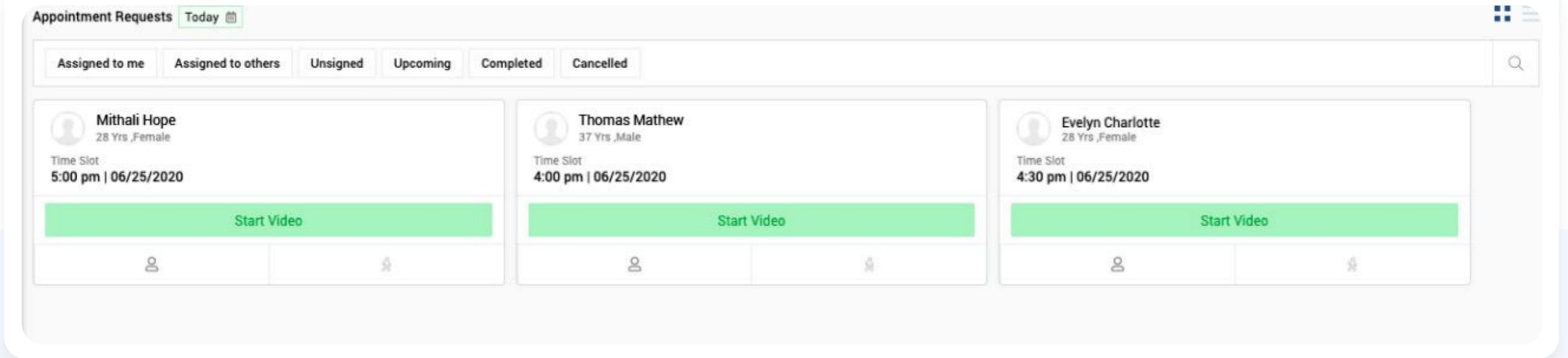
Step 1 Personal details will help other people to find you

First Name John	Last Name Doe
Country United States	State Florida
City Miami	Street Ocean Drive
Email johndoe@test.com	Phone 1234567890

Next

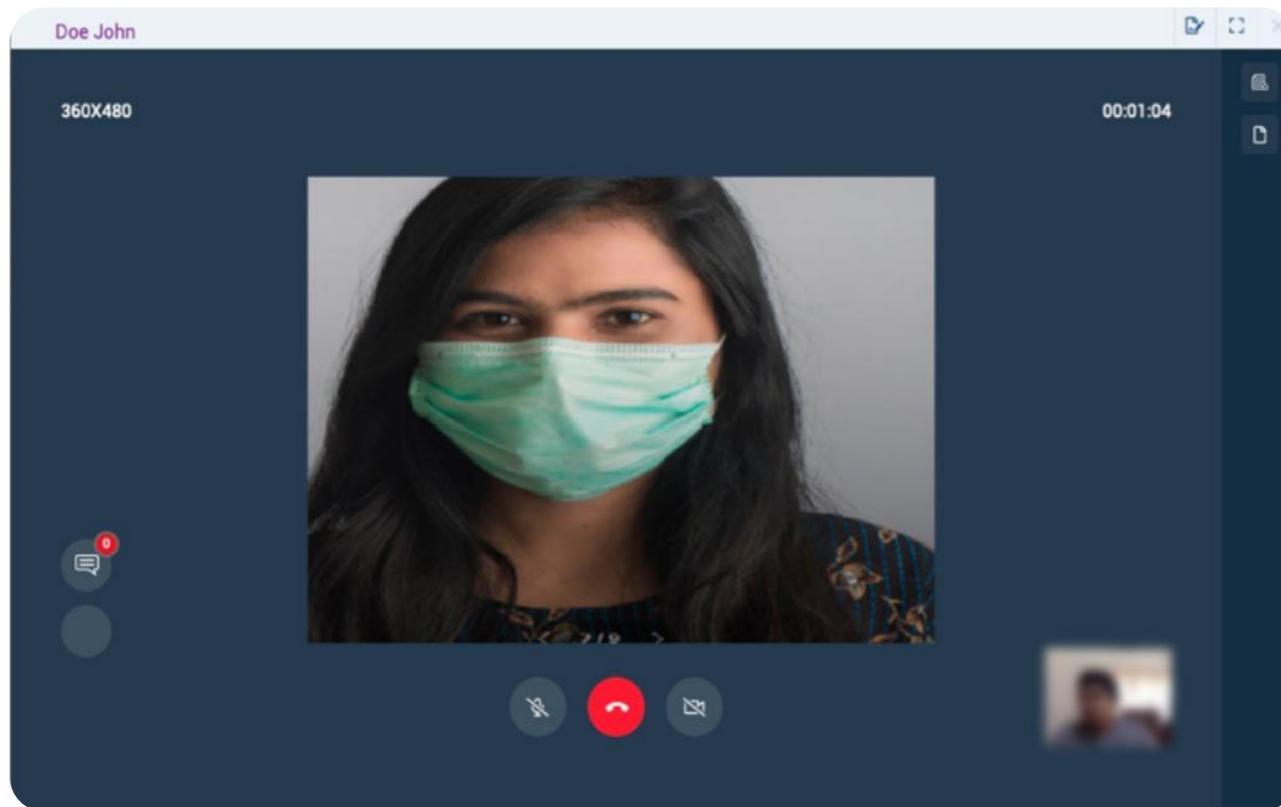
- Verify your primary information.
- Specify your professional details.
- Configure your availability for patient appointments.
- Click Save

04. Dashboard



When a patient schedules a video consultation appointment with you on the blueTeleMed mobile application, it automatically reflects on your Dashboard. By default, the dashboard displays the appointment requests for the current day. However, you can configure the dashboard to display the appointments on a single day or a date range. You can also use the various filters available such as **Assigned to me**, **Assigned to others**, **Unsigned**, **Upcoming**, and **Completed**. You can start the video consultation with a patient in the click of a button.

05. Initiating a Video Consultation



Click Start Video

Click

the Prescriptions icon  to add prescriptions for the patient.

the Clinical notes icon  to add clinical notes for the patient.

the Sign off icon  to sign-off the patient encounter.

06. Adding Prescriptions

The screenshot shows a web application window titled "Jane Doe" with a sub-window titled "ADD PRESCRIPTION". The form contains the following fields:

Strength*	Dosage*	Duration	Route*
1 mg	1 capsule	1 Day(s)	Both Ears

Frequency*	Start Date*	End Date*	Qty	Refill Count
4 times a day	06/30/2020	06/30/2020		

Below these fields is a "Special Instructions" text area. At the bottom of the form are "Cancel" and "Save & Prescribe" buttons. A "Create New" button is visible in the top right corner of the sub-window.

- 🎯 In the video consultation window, click the **Prescriptions icon**.
- 🎯 Specify the prescription details in respective fields.
- 🎯 Click **Save & Prescribe**.

07. Adding Clinical Notes

Note Taking

Type Comment

Comment

No Comments Found

- In the video consultation window, click the **Clinical notes icon**.
- Specify the clinical notes in the field provided.
- Click **Comment**.

08. Signing off a Patient Encounter



In the video consultation window, click the sign-off icon . The application displays a confirmation message and you must click Yes to sign-off the encounter.

09. Generating Appointment Report

The screenshot shows the 'Appointment Report' interface. At the top, there are filters for Name/Patient ID (Patient ID or Name), Status (All), Appo Begin Date (06/01/2020), Appo End Date (07/08/2020), Facility (---Select a Facility---), Provider (---Select a Provider---), Pre Auth (---Pre Auth---), and Group By (Group By). There are 'SEARCH' and 'RESET' buttons. Below the filters is a summary bar: Pending :2, Checked in :10, Checked out :0, Total :12. The main table has columns: Patient ID, Visit Category, Name, Age, Address/Contact Info, Status, Time, Duration, Check In Time, Check Out Time, Co-Pay, Provider, Pre Auth, Service Facility, and Comments. Two rows of data are visible:

Patient ID	Visit Category	Name	Age	Address/Contact Info	Status	Time	Duration	Check In Time	Check Out Time	Co-Pay	Provider	Pre Auth	Service Facility	Comments
2	Video Consultation	Jane Doe (30)	37	19	@ Arrived	06/18/2020 03:00 PM	0 Hrs 30 Mins	06/18/2020 03:19 PM			John Doe		My Clinic	+
2	Video Consultation	Nathan Wood(13)	37	19	@ Arrived	06/18/2020 05:30 PM	0 Hrs 30 Mins	06/18/2020 04:28 PM			John Doe		My Clinic	+

- From the left pane, click Appointment Report to view the appointment report for the current date.
- Use the filters available at the top of the window and click SEARCH to filter the appointment report by various parameters.
- Click CSV to download the appointment report in csv format.



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Thank You

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