

## Convenient Online Access

With your busy life, it can be hard to stay on top of your family's health care – even though it's the most important thing of all. **Our online patient portal allows you to access your account and information easily and safely-according to your schedule.**

Using your own secure password, you can log into the online patient portal 24 hours a day, 7 days a week from the comfort and privacy of your own home.

## Our Patient Portal Service Allows You To:

- View appointments
- View personal health information
- Update demographic information
- View your billing statements and balance
- Make secure credit card payments

***Ask a staff member to learn more about the online patient portal or visit:***

[www.pulaskisurgery.com](http://www.pulaskisurgery.com)

"I am super impressed with this site; appreciate the paperless option, the immediacy of the information. Great."

"The portal is great. Easy to use for paying bills, seeing appointments, etc. Many thanks for setting it up and making it available to patients!"

# Your Health Care At Your Fingertips



**PULASKI SURGERY CLINIC**

## Patient Web Portal

**3401 Springhill Drive, Suite 400  
North Little Rock, AR 72117  
501-945-4422**

## Navigating the Portal:

To access the various areas of the portal, utilize the tabs on the left of the web page:

<b>Home</b>
My Health
My Profile
Messages (1)
Appointments
Billing
Medical Forms
Directions
Practice Home
FAQ

## First time log-on:

The patient portal requires the following information to log-in to your account:

- Name
- E-mail address
- Home/Primary Phone
- Date of Birth

You will receive a temporary access code to verify your identity.

If you experience any issues logging into the portal, please contact our office.

Please verify that all information is accurate. Any information other than your demographics must be corrected by our office staff.

## Portal Tab Details:

### My Health

- Pharmacy Information
- Allergies
- Current Medications
- Vaccinations
- Problem List

### My Profile

- Contact Information
- Contact Preferences
- Insurance information
- Reset PIN option
- Family/Guarantor access

### Messages

- Send and receive messages from our office. Please allow two business days for response.

## Appointments

- View upcoming, past appointments, and patient care summaries.
- Request appointments

## Billing

- View charges, payments and statements
- Pay bills
- Contact our office with insurance changes and billing questions

## Medical Forms

### Online Forms

- All new patients **must** complete the online medical history form prior to arrival at our office.

### Printable Forms

- All new patients **must** print, complete, and bring to our office the following forms:
  1. HIPAA
  2. Financial Responsibility
  3. Signs and Symptoms

***By completing forms in advance, it will not only save time during the check-in process but will also allow you to give us the most complete and accurate information. Patients that arrive with incomplete paperwork may experience longer wait times.***