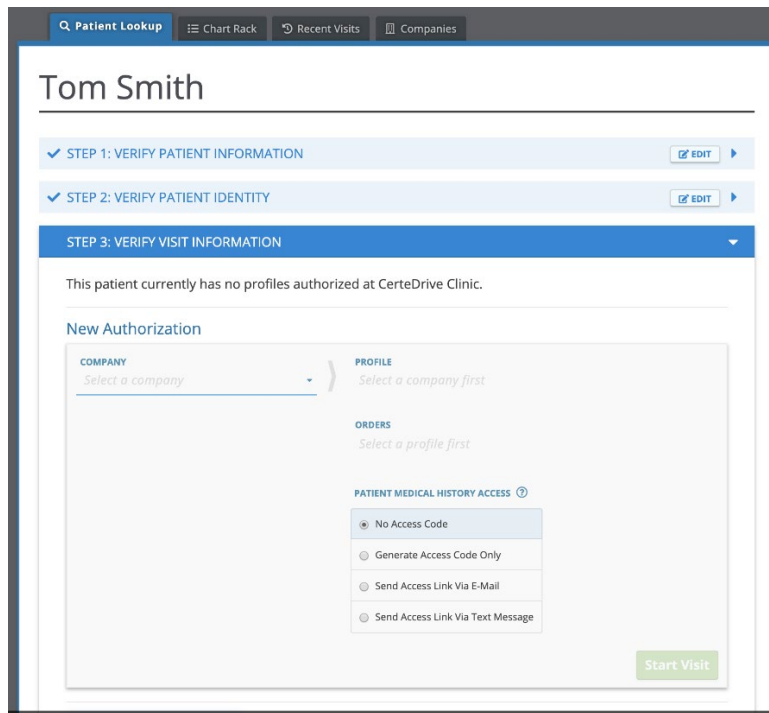# Access Code Login

Creating a code for drivers to complete the medical history on their personal device.

Access Code for Drivers Medical History Login

If you wish for the driver to use their personal device (smartphone, tablet, or other internet connected device) to complete the medical history, you can generate a login code for the driver. This code can also be texted or emailed.
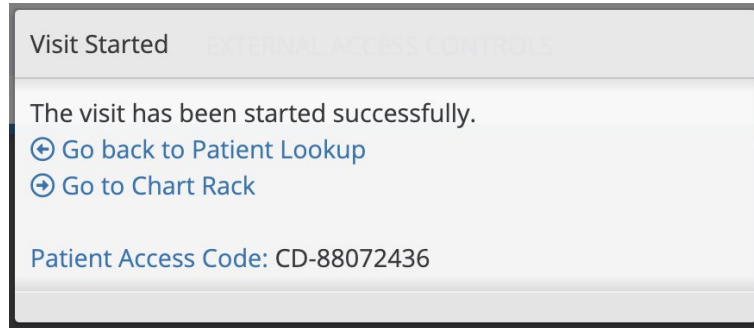
On step 3 of the registration process, when adding the Authorization, you will select which method to communicate the driver's login code. This code will be valid for 30 minutes. You can view the demographics page in the office visit to access, add access, or extend access.
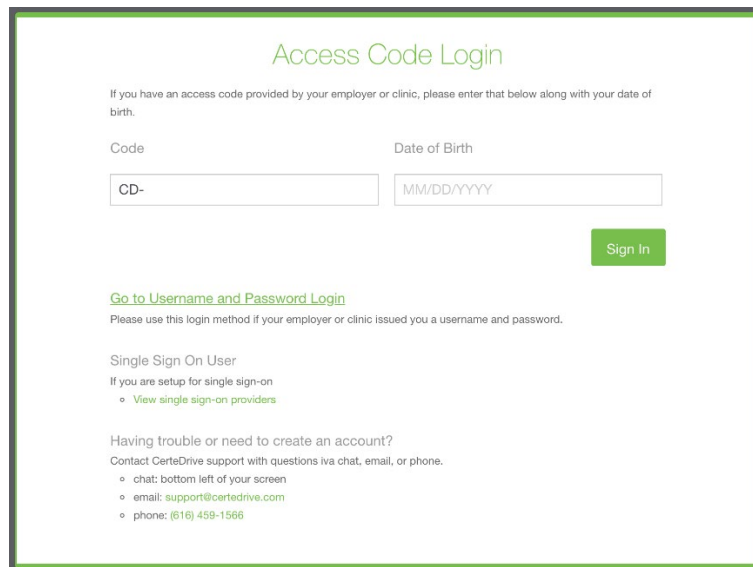
Please select one of the 4 following options:

- o **No Access code** – Will only allow the driver to complete the medical history if the clinic staff member manually selects "Start Medical History" on their device and the login profile will switch to the driver's perspective.
- o **Generate Access Code Only** – Will allow the clinic staff member to write down the code for the driver to login using the code and their date of birth. Once "Start Visit" is selected, a pop up window will display the patient access code as seen below:

- o **Send Access Link Via E-Mail** – Will send the login code and a link to the CerteDrive home page to the driver's email on file under demographics.
- o **Send Access Link Via Text Message** – Will send the login code and a link to the CerteDrive home page to the driver's phone number on file under demographics.

The driver will login using their code and date of birth by selecting "Use Code to Login" method:

To resend the code, remove access, or other options, please open the patient file and click "Demographic Information" to see further options. Please note that the below screenshots and process apply to open office visits only.

| Patient File | Orders | Chart Rack |

Smith, Tom
New Certification

Demographic Information
New Certification ▷

EXTERNAL ACCESS CONTROLS ▼

ACTIVE ACCESS IN PROGRESS

ACCESS CODE: CD-14765944

☑ **RECORD ACCESS LIMITERS**
The patient curently has access to these portions of the medical record.

✓ PATIENT OFFICE VISIT MEDICAL HISTORY

☑ **ACCESS METHOD OPTIONS**
The patient was notified of the access code via the method selected to the right.

SEND VIA EMAIL   Send E-Mail
e-mail: No email on file

SEND VIA TEXT MESSAGE   Send Text Message
phone: (123) 456-7890

☑ **ACCESS DURATION**
The duration of access was set for the time frame selected to the right. Access will automatically terminate at the end of this time period.

✓ 30 MINUTES
expires: 30 Apr 2020 09:43 am EDT

Terminate Access Now

RECORD ACCESS HISTORY ▼

For further details please contact our support team at (616) 459-1566
or support@certedrive.com.