



Exceptional People  
Providing Extraordinary Care

## A SECURE WAY TO MANAGE YOUR HEALTH INFORMATION

With the Lincoln Surgical Hospital  
Patient Portal you can:

- Review your past hospital visits
- Review your health record summary
- View your lab results
- Go over your medications and allergies
- View your bill
- Link to Online Bill Pay and Patient Forms

# Patient Portal Information



## A SECURE WAY TO MANAGE YOUR HEALTH INFORMATION



*Are your lab results in range?*

*Forget how to take your medication?*

**Check your lab results, diagnoses,  
medication instructions, and more online-  
anytime with your Patient Portal.**



**DON'T HAVE AN  
EMAIL ADDRESS?**

If you don't have an email address, you can get a free email address from Gmail.com, Yahoo.com or Hotmail.com. Also, a trusted person (spouse, parent, caregiver, etc.) can be set up with proxy access to your account.

**NOTES:**



1710 S. 70<sup>th</sup> Street  
Lincoln, NE 68506  
402-484-9090

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

## HOW ARE YOU ENROLLED?

At time of hospital admission, your email address will be entered into our system and you will be enrolled in the Patient Portal by the next business day.

Look for the confirmation email in your personal email account. This email will include your one-time password.

Follow the email instructions to log in and set up your user account.



Click on the link  
[patientportal.lincolnsurgery.com](http://patientportal.lincolnsurgery.com)



Enter one-time Logon ID and Password  
(given to you in your personal email)



Press Enter



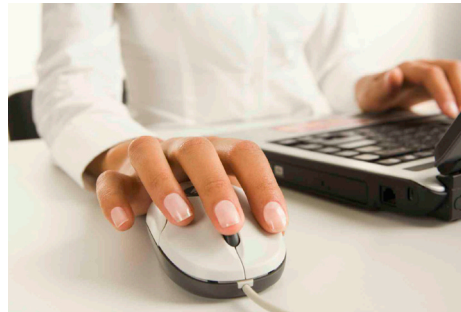
This will launch the Patient Portal

## SETTING UP YOUR PERSONAL ACCOUNT IS SIMPLE!

### Finish setting up your account by entering your:

- New personal logon ID
- New password
- Medical Record number
- Security questions
- Click submit
- Log off and back on for first access
- Accept\* or decline Patient Portal Terms of Use and User Agreement

\*Note: By selecting "Accept" you are indicating that you have read and fully understand the User Agreement, therefore creating an electronic signature of acceptance.



### Useful tips while in the Patient Portal

- Use buttons and hyperlinks on portal pages to move forward and backward within the portal.
- Do not use browse back arrow to move backwards within the portal.
- Use Log Off button in upper right hand corner when ready to exit the portal.

*Now you are ready to access your health care information from Lincoln Surgical Hospital's secure Patient Portal using your computer, tablet, or smartphone.*



## AVAILABLE COMPONENTS



**HOMEPAGE:** Allows you to view the following components of your medical record. From the home page you can also make suggestions on how we can improve our site.

**CONTACT US:** Allows you to select "Contact Us" to send a message regarding each component. Be brief when typing a message. These communications may be included in your permanent medical record.

**PROFILE:** Contains your demographic information, insurance and personal contacts. Allows you to view your information.

**MEDICATIONS:** Allows you to view your current and past medications entered by your physician or clinical staff.

**HEALTH RECORD:** Allows you to view, download, or print.

**BILLING:** Allows you to view all transactions for each listed visit.

