

# Patient Portal User Handbook

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## Introduction

The Patient Portal offers secure electronic access as a service to patients who wish to view a summary of their medical record. This interactive web portal will empower patients and their families to take a more active role in their care by providing easy, secure access to their health information and online communication with Lincoln Surgical Hospital and Nebraska Surgery Center staff.

The Patient Portal gives patients instant access to their health information, including laboratory results, medications, allergies, demographic information, visit history, discharge/aftercare information, and more. Patients can also access their billing account balances. In addition to handling their own care, parents and health care proxies with authorized consent will appreciate the ability to access the records of those individuals for whom they manage care.

Lincoln Surgical Hospital and Nebraska Surgery Center encourages all of their patients to enroll in the Patient Portal, as it presents a valuable opportunity for patients and their families to actively participate in their care, which contributes to better health.

## Navigation of Patient Portal

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



## How to Use the Patient Portal

### Patient Portal Home Page

The Home Page is the starting point to access all portions of the portal.


#### Main Sections


The main sections of the portal are accessed from the Home Page. The Health Record, Medications, Appointments, Billing, and Profile make up the main sections and are where the health data are located.





## Helpful Resources


The home page has a Helpful Resources section providing hyperlinks to other pertinent webpages.

  
**Health Record**

  
**Medications**

  
**Appointments**

  
**Billing**

  
**Profile**

Announcements

PLEASE ARRIVE FOR YOUR UPCOMING SURGERY AT THE TIME INSTRUCTED BY THE CALL NURSE.

COVID-19

COVID-19 Certificate

Helpful Resources

LSH Patient Forms

LSH Webpage

NSC Webpage

LSH Patient Portal HELP

COVID-19 Information

Contact Technical Support | Preferences | Terms & Conditions

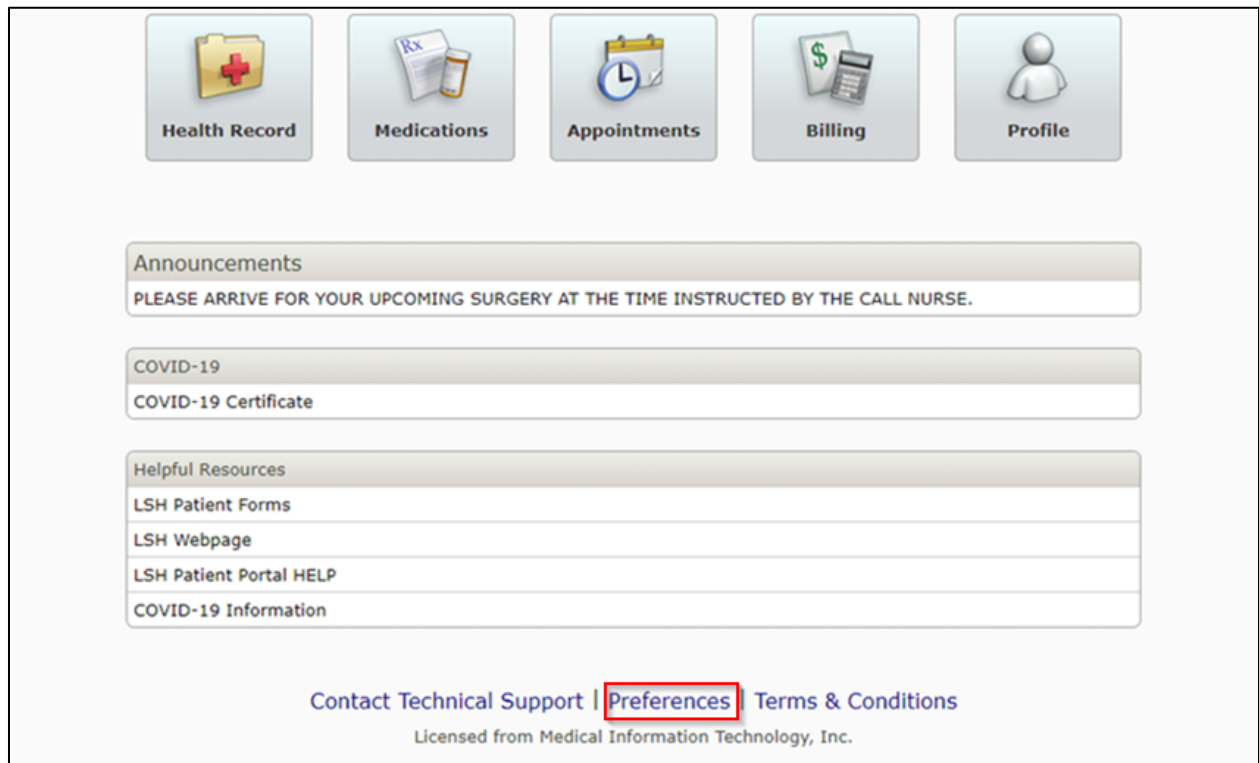
Licensed from Medical Information Technology, Inc.

## Contact Technical Support

The Contact Technical Support provides users contact information to assist with different types of inquiries.

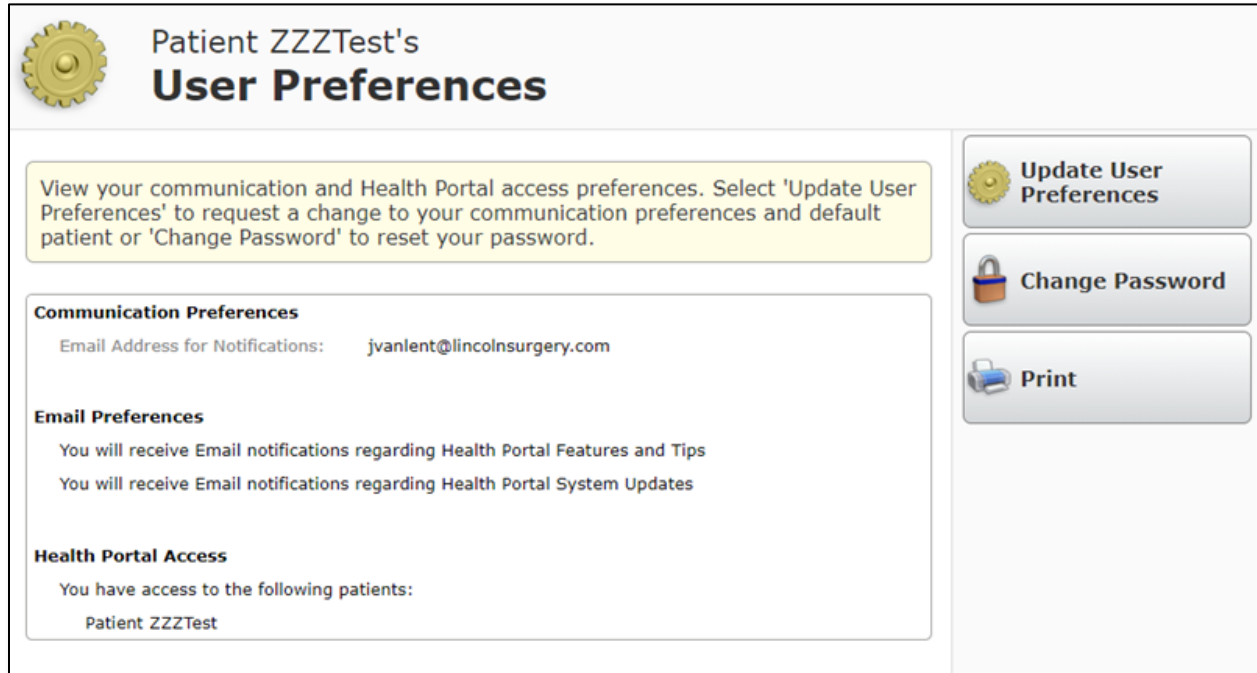
## Preferences

Preferences allow the user to set personal preferences regarding their preferred email and passwords. Preferences allow the patient to view their current proxy access, email and communication preferences, the default user upon sign in, as well as provides an outlet where the user can update their password. Users can update their preferences by selecting the Preferences footer button within the Patient Portal.



### Preferences Main Page

To enter the main page of Preferences, select the Preference button on the footer region of the main page. The Preferences main page displays the preference for receiving email notifications, as well as provides a list of patients to which the user has proxy access.



The screenshot shows a web interface titled "Patient ZZZTest's User Preferences". On the left, there is a yellow box with instructions: "View your communication and Health Portal access preferences. Select 'Update User Preferences' to request a change to your communication preferences and default patient or 'Change Password' to reset your password." Below this are three sections: "Communication Preferences" showing an email address "jvanlent@lincolnsurgery.com", "Email Preferences" with two notification options, and "Health Portal Access" listing "Patient ZZZTest". On the right, there are three buttons: "Update User Preferences" (with a gear icon), "Change Password" (with a lock icon), and "Print" (with a printer icon).

**Patient ZZZTest's User Preferences**

View your communication and Health Portal access preferences. Select 'Update User Preferences' to request a change to your communication preferences and default patient or 'Change Password' to reset your password.

**Communication Preferences**

Email Address for Notifications: jvanlent@lincolnsurgery.com

**Email Preferences**

You will receive Email notifications regarding Health Portal Features and Tips

You will receive Email notifications regarding Health Portal System Updates

**Health Portal Access**

You have access to the following patients:

Patient ZZZTest

**Update User Preferences**

**Change Password**

**Print**

### Update User Preferences

To update preferences, select the “Update User Preferences” button. The “Update User Preferences” button allows the user to update their email settings, as well as select the default patient at logon for their portal account.

To enter in a new email, the user needs to enter the new email, re-enter the new email address, and provide their portal password to confirm the change.

To select a default patient, select the arrow to view the list of patients to which the portal user has access. The selection here will determine which patient is seen when the user logs in to the portal.

The screenshot shows a web form titled "Update User Preferences". At the top, a yellow banner reads: "Update your email address to receive Health Portal notifications for new results." Below this, the form is divided into two main sections. The first section, "Update Email Address", displays the current email address "jvanlent@lincolnsurgery.com" and prompts the user to "Enter your new email address:" and "Re-enter your new email address:" with corresponding text input fields. It also prompts the user to "Enter your password to confirm the updated email address:" with a password input field. The second section, "Update Email Preferences", contains two checkboxes: "I do not want to receive emails regarding Health Portal Features and Tips" and "I do not want to receive emails about Health Portal System Updates". A "Submit" button is located at the bottom right of the form. On the right side of the form, there is a button with a left-pointing arrow and the text "Do Not Submit. Return To User Preferences".

### *Change Password*

The “Change Password” button within the Preferences main page instructs the user on how to create a new password.

Change your Health Portal sign on password below. Select 'Do Not Submit' to exit the Change Password wizard without saving.

Change Password

Password must:


- Contain no fewer than 8 character(s)
- Contain no more than 60 character(s)
- Contain no fewer than 1 numeric character(s)
- Contain no fewer than 1 uppercase character(s)
- Contain no fewer than 1 lowercase character(s)
- Contain no fewer than 1 special character(s)

Old Password

New Password

Confirm New Password

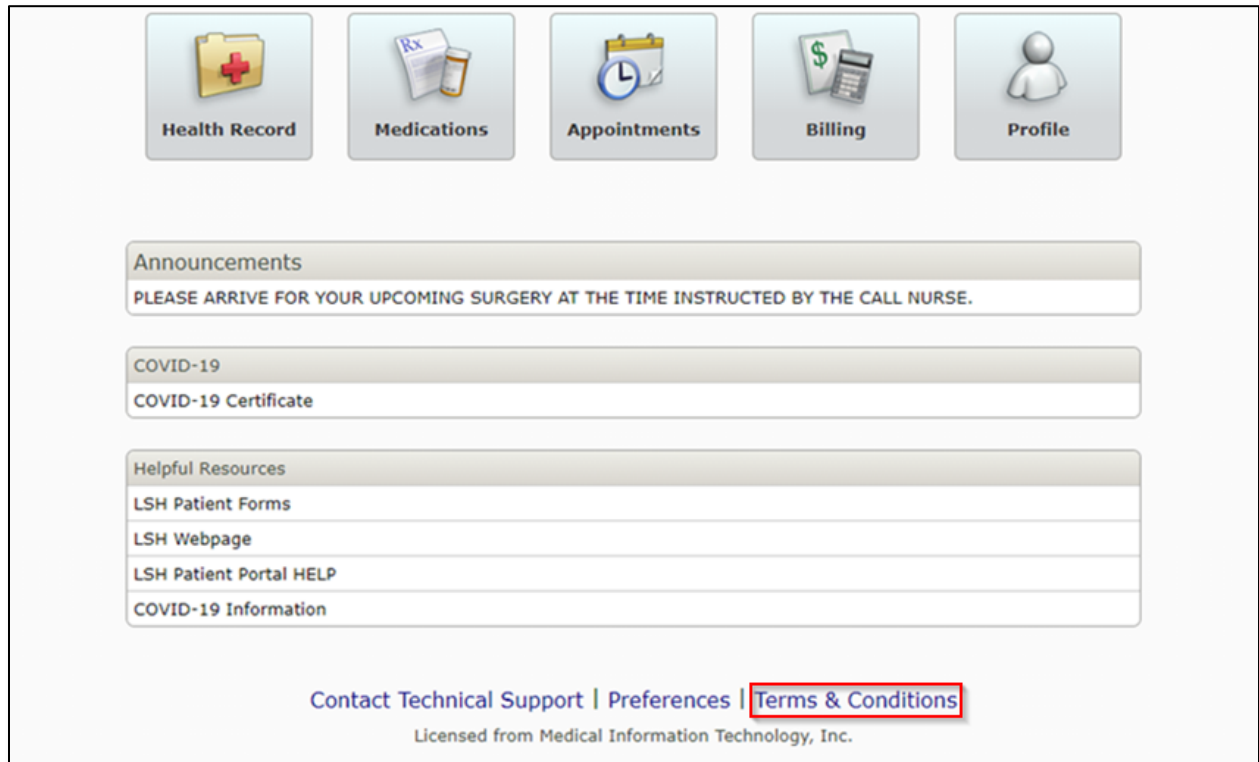
Submit

 **Do Not Submit.**  
Return To User  
Preferences

[Click to return to Table of Contents](#)

## Terms & Conditions

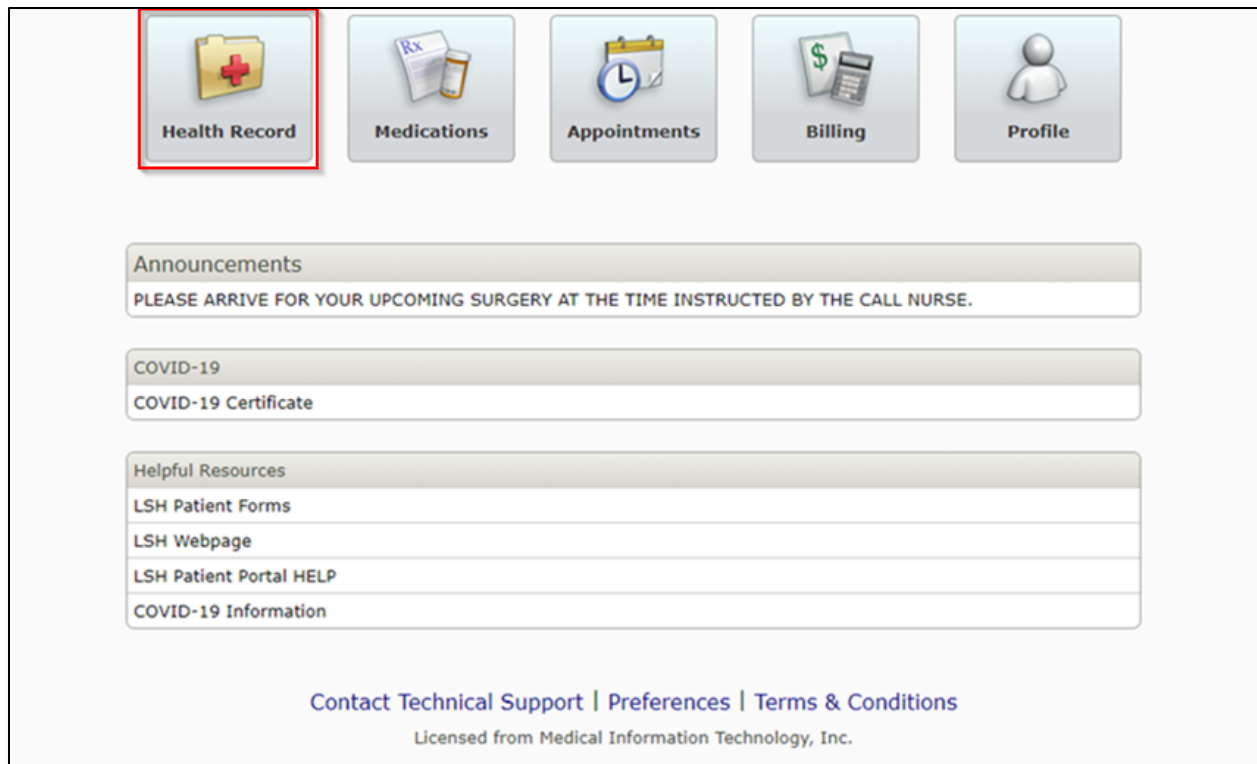
The Terms of Use and User Agreement are accepted by the user upon first log on to the Patient Portal. The Agreement is accessible from the Home Page for Portal User review.



[Click to return to Table of Contents](#)

## Health Record

The Health Record presents patients with a quick snapshot of pertinent information regarding their health.



For example, users will have access to the following:

- The Health Summary section provides the user with the ability to view, download, and transmit their Health Summary.
- Visit Summary section provides a view of previous visits and allows selection for visit details, instructions, and forms.
- The Results section includes laboratory tests and microbiology procedures.
- The Medications section is identical to the Medications button available on the homepage. This feature provides patients with a view of their home medications at the time of their last visit to Lincoln Surgical Hospital or Nebraska Surgery Center.
- The Allergies and Conditions section includes the patient's current allergies, and active medical problems from the Electronic Health Information System's problem list.
- Reports section Includes documentation completed during your visit such as Operative Report, Clinical Notes etc..
- Documents section includes Letters, Reports, Results, Visits, Medical Profile, Billing and Other documents made available to patients for viewing, downloading and printing.
- Questionnaires section provides links for patients to complete their pre-registration process and documentation prior to their upcoming appointment.



## Health Record Main Page

The main page of the Health Record provides a summary of the patient's record. The table summary provides shortcuts to the details of each item presented. The order in which the table displays is as follows:

Select an item below or a button to the right to view more details. Select Health Summary to view, download or print a summary of your care.

If you don't see the information on the portal that you are looking for, please call the HIM department at 402-484-0861 and we will provide you with that information, if available. [Learn More](#)

Allergies

peanut

Penicillins


Medications


HM-cephALEXin (Hm-Keflex) 500 MG


Current Conditions


Dependence on CPAP ventilation


Hypertension


 **Health Summary**


 **Visit History**


 **Results**

 **Medications**

 **Allergies & Conditions**

 **Reports**

 **Documents**

 **Questionnaires**

If there is no data for a particular item, it will indicate that there is no information available.

The Health Summary is a patient level summary that is accessible within the Health Record main page. The Health Summary area of the Patient Portal is where Portal users have the ability to view and download the Health Summary.

An additional document called the Inpatient Summary is a visit level Health Summary. You will be able to find more information on the visit level Health Summary within the Visit History page.

## Health Summary Main Page

Select an item below or a button to the right to view more details. Select Health Summary to view, download or print a summary of your care.

If you don't see the information on the portal that you are looking for, please call the HIM department at 402-484-0861 and we will provide you with that information, if available. [Learn More](#)

Allergies

peanut

Penicillins


Current Conditions


Dependence on CPAP ventilation


Hypertension


Medications


HM-cephALEXin (Hm-Keflex) 500 MG


 **Health Summary**


 **Visit History**


 **Results**

 **Medications**

 **Allergies & Conditions**

 **Reports**

 **Documents**

 **Questionnaires**

If there is no Health Summary on file for the Patient, a request will be sent to compile a new Health Summary. Once the Health Summary is created, the header will display the following:

- Patient Name
- Sex
- Date of Birth
- External Reference #
- Date of Health Summary creation

The following document includes portions of your Medical Record including allergies, conditions, recent results, medications and visits. You can click on [Create New Health Summary](#) to see your most recent information. [Learn More](#)

**Your Health Record Summary**

**Patient:** ZZZTest, Patient      **Sex:** Female      **DOB:** January 1, 2001      **Patient Identifier:** M000117439

---

**Continuity of Care Document**

**Document ID:** 2.16.840.1.113883.3.5981^127795  
**Created On:** June 28, 2021, 8:06pm (GMT -05:00)

**Demographics**

Address	111 Apple Health Test Lincoln, NE, 68510
Contact Info	Other: +1(402)432-4758 Email: jvanlent@lincolnsurgery.com
Preferred Language	English
Marital Status	Unknown

**Back to Health Record**

**Create New Health Summary**

**Download Health Summary**

**Send Health Summary**

**Health Summary Activity**

**Print**

### Create New Health Summary

The Portal User can only compile a new Health Summary once a day.



### Requesting a New Health Summary

Once a Portal User clicks to create a new Health Summary, a message will display the following:

- We have submitted your request to create a new health summary. Please check back at a later time to view your health summary.

A new Health Summary will be generated for the Portal User within ten minutes. The time it takes to generate a new Health Summary is based on the amount of information that needs to be pulled into the Health Summary.

### New Health Summary

Once a new Health Summary is created, the Create New Health Summary button will no longer be displayed on the Health Summary main page. The button will reappear the following day.

## Download Health Summary

Portal Users will be able to download their Health Summary through the Download Health Summary button on the Health Summary main page.

The following document includes portions of your Medical Record including allergies, conditions, recent results, medications and visits. You can click on Create New Health Summary to see your most recent information. [Learn More](#)

Your Health Record Summary Filter

**Patient:** ZZZTest, Patient      **Sex:** Female      **DOB:** January 1, 2001      **Patient Identifier:** M000117439

---

**Continuity of Care Document**

**Document ID:** 2.16.840.1.113883.3.5981^127795  
**Created On:** June 28, 2021, 8:06pm (GMT -05:00)

**Demographics**

<b>Address</b>	111 Apple Health Test Lincoln, NE, 68510
<b>Contact Info</b>	Other: +1(402)432-4758 Email: jvanlent@lincolnsurgery.com
<b>Preferred Language</b>	English
<b>Marital Status</b>	Unknown

**Back to Health Record**

**Create New Health Summary**

**Download Health Summary**

**Send Health Summary**

**Health Summary Activity**

**Print**

## Download Health Summary Detail Page

Upon accessing the Download Health Summary page, the Portal User will be presented a list of instructions on how to download and then open the zip files. In order to generate the download of the zip files, the Portal User must enter in a password that is between 8 and 32 characters long. The Portal User will need to re-enter in the password before viewing their downloaded Health Summary.

Note: In order to extract the Health Summary, the Portal User will need to use software that supports extracting password protected zip files.

## Download Health Summary

You may download your Health Summary to a folder on your personal computer. Your Health Summary contains sensitive information. If you download your Health Summary, you are responsible for protecting and deciding with whom to share this information.

Follow these steps:

- 1.To protect your health information, enter a password that will be used by you to access your Health Summary on your computer. Password must be at least eight characters.
- 2.Select the Download button and save the health record summary files to a folder on your computer.
- 3.Right click on the Health Summary zip folder you have downloaded and extract the files for viewing. Please note that not all computer operating systems support extracting password protected (encrypted) zip files. Software packages such as 7-Zip (<http://www.7-zip.org/download.html>) may be used to extract your files if your operating system does not extract this zip file properly.
- 4.Enter the password you have defined.
- 5.To view your Health Summary, select the HealthSummary.html file. This file is no longer protected and must be deleted after use to protect your information.

Enter Password

Re-Enter Password

Download



Back to Health Summary

## Download Health Summary Zip File

Once a Portal User enters their password and clicks download, the download process is initiated. The file name will default to "HealthSummaryMMDDYY."

### Download Health Summary

You may download your Health Summary to a folder on your personal computer. Your Health Summary contains sensitive information. If you download your Health Summary, you are responsible for protecting and deciding with whom to share this information.

Follow these steps:

- 1.To protect your health information, enter a password that will be used by you to access your Health Summary on your computer. Password must be at least eight characters.
- 2.Select the Download button and save the health record summary files to a folder on your computer.
- 3.Right click on the Health Summary zip folder you have downloaded and extract the files for viewing. Please note that not all computer operating systems support extracting password protected (encrypted) zip files. Software packages such as 7-Zip (<http://www.7-zip.org/download.html>) may be used to extract your files if your operating system does not extract this zip file properly.
- 4.Enter the password you have defined.
- 5.To view your Health Summary, select the HealthSummary.html file. This file is no longer protected and must be deleted after use to protect your information.

Enter Password

.....

Re-Enter Password

.....

Download

Back to Health Summary

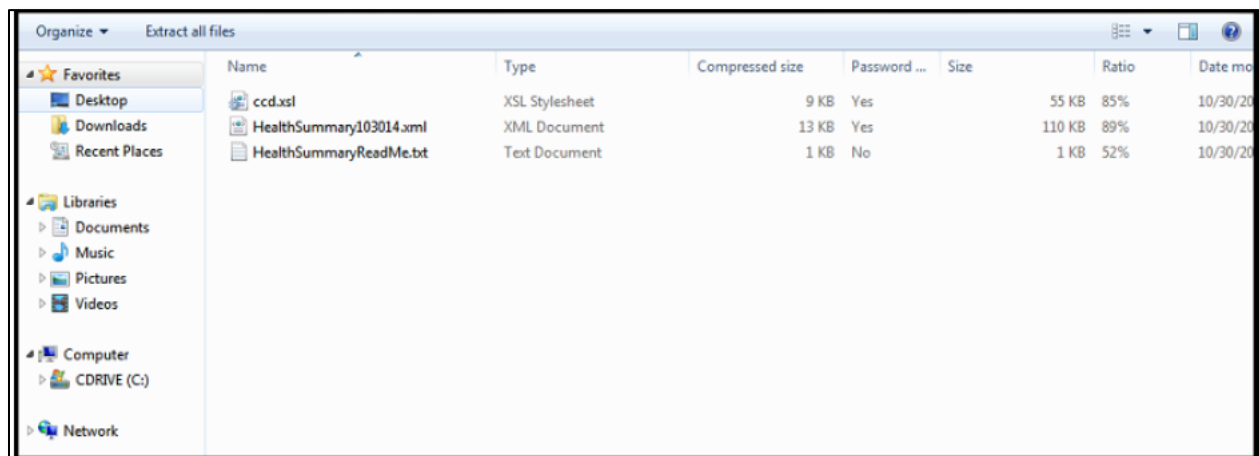
HealthSummary09....zip

## Extracted Health Summary Files

Once the files are extracted, using Advanced Encryption Standard Software the folder will contain the following:

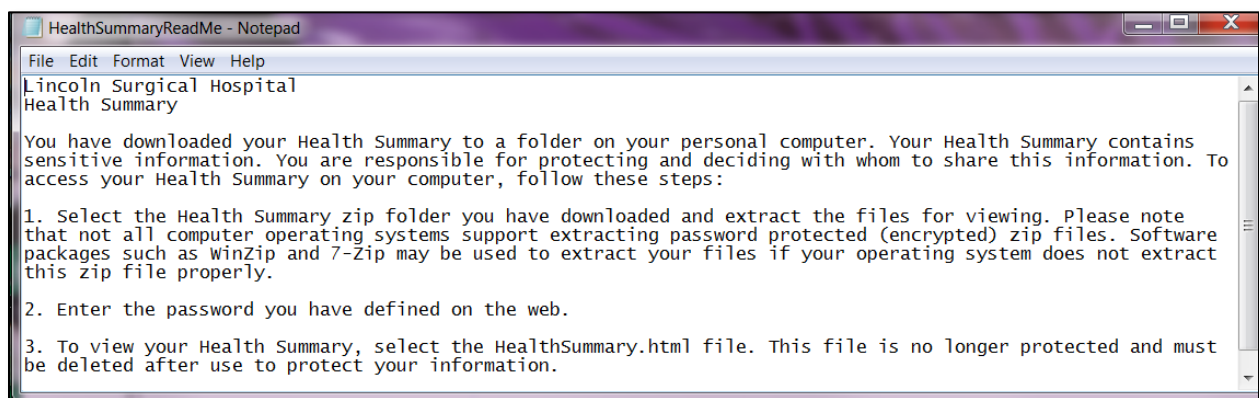
- ccd.xsl
- HealthSummaryMMDDYY.xml
- HealthSummaryReadMe.txt

Note: The ccd.xsl will contain the raw data that allows the HealthSummaryMMDDYY.xml to be readable.



## Health Summary Read Me Text

The Health Summary Read Me text is a document that gives instructions on how to view the downloaded Health Summary.



## Health Summary xml File

The Health Summary xml file will open into a Portal Users default Web browser. It will contain the same information that can be found in the Patient Portal, as well as confidential Laboratory results that have been restricted from Patient Portal view.

**Patient Health Summary**

Patient Name: PARKER, PETER PAN  
Address: 7001 S 42ND ST  
LINCOLN, NE 68516  
Home Phone Number: (402)310-8753

Med Rec #: M000001229  
Date of Birth: 10/07/1994  
Sex: M  
Marital Status: M  
Pregnancy Status:  
Race: HAWAIIAN/PACIFIC ISLANDER  
Ethnicity:  
Language Spoken:  
Religious Affiliation:

**Next of Kin**

Next of Kin	Relationship	Address	Phone Number
WATSON, MARYJANE	FRIEND	2319 SW 19th Street	(402)310-8753

**Providers**  
[no providers recorded]

**Visit Care Team**  
[no visit care team recorded]

**Insurance Providers**

Payer Name:	Blue Cross Blue Shield
Address:	PO BOX 3248
	OMAHA
	NE
	68180
Phone:	800-642-8516
Subscriber Name:	Parker, Peter Pan
Date of Birth:	10/07/1994
Policy Number:	SDJKL005S12
Group Number:	




### Send Health Summary

Securely exchange your Health Summary with your provider or share it through an email. Contact your provider to obtain their eHealth Exchange address.

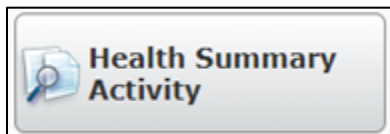


To send your Health Summary to a provider with an eHealth address, enter your provider's eHealth Exchange address and select Send. To send your Health Summary to an email address, enter the desired email address and select Send.

<div><b>Send Health Summary</b></div> <div>Securely exchange your Health Summary with your provider or share it through an email. Contact your provider to obtain their eHealth Exchange address. To send your Health Summary to a provider with an eHealth address, enter your provider's eHealth Exchange address and select Send. To send your Health Summary to an email address, enter the desired email address and select Send. <a href="#">Learn More</a></div> <div><div><input type="radio"/> Send securely to provider's eHealth address</div><div><input type="radio"/> Share via email</div></div>	<div> <b>Do Not Send.</b> Return to Health Summary</div>
---	---

### Health Summary Activity

The Health Summary Activity button is located on the main Health Summary page. The health Summary activity will give Portal Users a log of activity within the Health Summary section of the Patient Portal.



### Health Summary Activity Detail page

The Health Summary Activity Detail page will display the following:

- Date and Time user accessed the Health Summary
- User
- Action (View, Download, Send)
- Description of page that was viewed

## Print Health Summary

Portal Users will be able to print their Health Summary by accessing the Print button found on the Health Summary main page.

The following document includes portions of your Medical Record including allergies, conditions, recent results, medications and visits. You can click on Create New Health Summary to see your most recent information. [Learn More](#)

Your Health Record Summary Filter

**Patient:** ZZZTest, Patient      **Sex:** Female      **DOB:** January 1, 2001      **Patient Identifier:** M000117439

---

**Continuity of Care Document**

**Document ID:** 2.16.840.1.113883.3.5981^127795  
**Created On:** June 28, 2021, 8:06pm (GMT -05:00)

**Demographics**

<b>Address</b>	111 Apple Health Test Lincoln, NE, 68510
<b>Contact Info</b>	Other: +1(402)432-4758 Email: jvanlent@lincolnsurgery.com
<b>Preferred Language</b>	English
<b>Marital Status</b>	Unknown

Back to Health Record

Create New Health Summary

Download Health Summary

Send Health Summary

Health Summary Activity

**Print**

### [Print Health Summary Detail Page](#)

The Print button will open to print friendly screen. The Portal User will then need to print the Health Summary through their browser.

[Print](#)[Return to Health Summary](#)

09/10/21

**Patient ZZZTest's Health Summary**

**Patient:** ZZZTest, Patient

**Sex:** Female

**DOB:** January 1, 2001

**Patient Identifier:** M000117439

**Continuity of Care Document**  
**Document ID:** 2.16.840.1.113883.3.5981^127795  
**Created On:** June 28, 2021, 8:06pm (GMT -05:00)

**Demographics**

<b>Address</b>	111 Apple Health Test Lincoln, NE, 68510
<b>Contact Info</b>	Other: +1(402)432-4758 Email: jvanlent@lincolnsurgery.com

[Click to return to Table of Contents](#)

## Visit History

Visit history displays the history of the patient's visits from the Lincoln Surgical Hospital or Nebraska Surgery Center. This section of the Health Record provides a way for Portal Users to review the details of all visits. These may include a summary of the visit, a report that includes clinical information regarding the visit, and follow up forms such as patient care instructions.

Select an item below or a button to the right to view more details. Select Health Summary to view, download or print a summary of your care.

If you don't see the information on the portal that you are looking for, please call the HIM department at 402-484-0861 and we will provide you with that information, if available. [Learn More](#)

Allergies

peanut

Penicillins


Medications


HM-cephALEXin (Hm-Keflex) 500 MG


Current Conditions


Dependence on CPAP ventilation


Hypertension


 Health Summary


 Visit History


 Results

 Medications

 Allergies & Conditions

 Reports

 Documents


 Questionnaires


## Visit History Main Page

The Visit table sorts by date in a reverse chronological sort, but the display order can be changed by selecting any of the headers (Visit Date, Type, or Visit Location). The table displays the following elements:

Select a visit to view the visit details, instructions, or forms. [Learn More](#)

Visit Date	Type	Visit Location
May 14, 2021 at 10:28 am	Clinical	Lincoln Surgical Hospital
Sep 16, 2020 at 12:46 pm	Clinical	Lincoln Surgical Hospital

 Back to Health Record

 Print

- Date
- Time
- Visit Type (Emergency, Clinical Outpatient, Inpatient, Ambulatory)
- Visit Location or Reason for Visit

## Visit History Detail Pages

Selecting a visit, presents the Portal User with the following information:

- Visit Summary including Providers and Reason for Visit or Location
- Patient Visit Report
- Links to Instructions Given
- Links to Forms Given
- Care Team

The screenshot displays a web interface for a patient portal. At the top, a yellow header box contains the text "May 14, 2021 Clinical" and a link "View the summary of this visit. [Learn More](#)". To the right of this header are two buttons: "Back to Visit History List" with a left-pointing arrow icon, and "Print" with a printer icon. Below the header, the page is divided into three main sections. The first section, titled "Visit Summary", shows "Visit Location: Lincoln Surgical Hospital". The second section, titled "Your Care Instructions and Documents", states "There are no associated summary reports, instructions, or forms for this visit." The third section, titled "Visit Care Team", contains a table with two columns: "Visit Care Team" and "Provider Type".

Visit Care Team	Provider Type
William Coady, MD	Primary Care Provider
R Samuel Bryant, MD	Attending Provider

The Inpatient Visit Report includes the following:

- Visit Location
- Visit Data Health Summary
- List of Instructions
- Additional Instructions
- Referrals
- Non-Stand Alone Forms
- Visit Care Team

Providers included in the Visit Care Team can be selected, for the Portal User to retrieve additional contact information. Such as:

- Specialty
- Address
- Primary Phone
- Fax

[Click to return to Table of Contents](#)

## Results

The results area of the Patient Portal is accessible within the Health Record Main Page. The Results area of the Health Record generates new activity, which will create a Red dot on the Health Record section within the Home Page.

Select an item below or a button to the right to view more details. Select Health Summary to view, download or print a summary of your care.

If you don't see the information on the portal that you are looking for, please call the HIM department at 402-484-0861 and we will provide you with that information, if available. [Learn More](#)

Allergies	Current Conditions
peanut	Dependence on CPAP ventilation
Penicillins	Hypertension

Medications
HM-cephALEXin (Hm-Keflex) 500 MG

Health Summary

Visit History

Results

Medications

Allergies & Conditions

Reports

Documents

Questionnaires

## Results Main Page


The Results area of the Health Record lists out Laboratory (LAB) and Microbiology (MIC) results for the patient. The main page displays the Laboratory or Microbiology result and the result detail page will show the history of that test. The results are displayed by individual tests. The Patient Portal will display both inpatient and outpatient results. Confidential LAB and MIC results will be restricted from view on the Results tab; however, those confidential labs will be viewable from the Health Summary Report.

The Results main screen table for both Laboratory and Microbiology includes the following:


- Date of Last Result
- Test
- Result
- Reference Range
- Flag


The table is sorted in reverse chronological order with the most recent tests first.

View the most recent result for each laboratory test. [Learn More](#)

Select  to view result comments

Date	Test	Result	Reference Range	Flag
Mar 02, 2021 8:35 am	SARS Antigen (LFIA)	Negative	NEGATIVE	
Sep 16, 2020 1:44 pm	Sodium Level	128 mmol/L	128-145 mmol/L	
Sep 16, 2020 1:44 pm	Potassium Level	4.0 mmol/L	3.6-5.1 mmol/L	
Sep 16, 2020 1:44 pm	Chloride Level	100 mmol/L	98-108 mmol/L	
Sep 16, 2020 1:44 pm	Carbon Dioxide Level	25 mmol/L	18-33 mmol/L	
Sep 16, 2020 1:44 pm	Blood Urea Nitrogen	20 mg/dL	7-22 mg/dL	
Sep 16, 2020 1:44 pm	Creatinine	1.0 mg/dL	0.6-1.2 mg/dL	
Sep 16, 2020 1:44 pm	Glucose Level	111 mg/dL	73-118 mg/dL	
Sep 16, 2020 1:44 pm	Calcium Level	10.0 mg/dL	8.0-10.3 mg/dL	

 **Back to Health Record**

 **Print**


## LAB Results Detail


Selecting a result brings the Portal User to the detail page of that test. When selecting a particular test, the Patient Portal displays the history of all results for that specific test. The following elements are available on the screen:


- Date
- Result
- Reference Range
- Result Flag (Low or High)


View the history of this test. [Learn More](#)

**Sodium Level**

Select  to view result comments

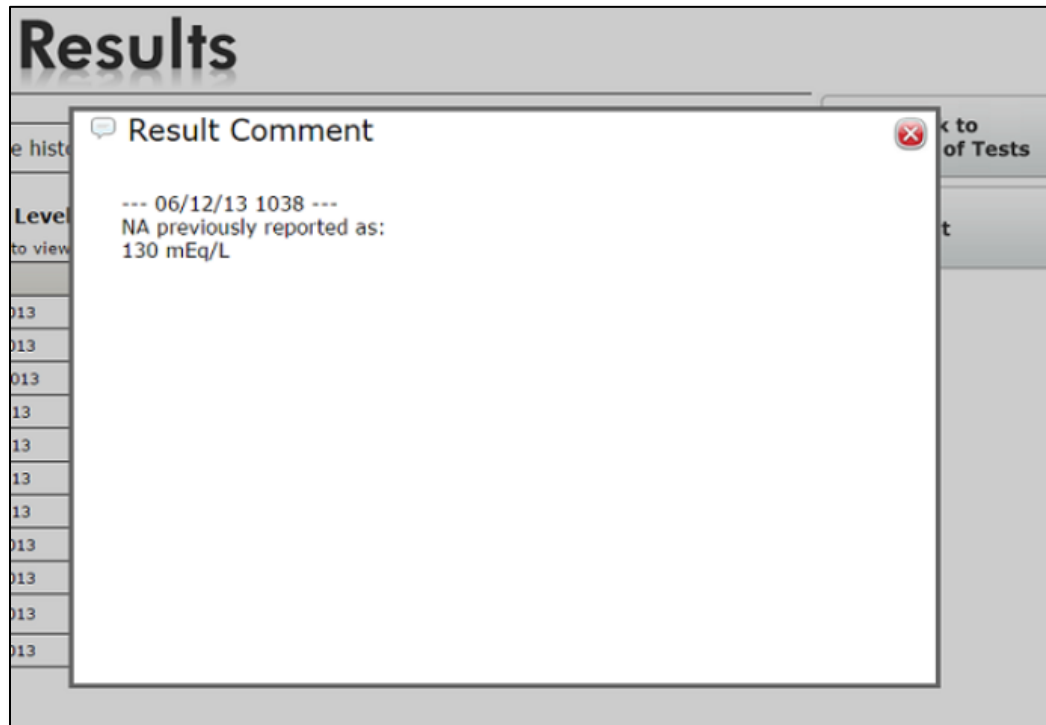
Date	Result	Reference Range	Flag
Sep 16, 2020 1:44 pm	128 mmol/L	128-145 mmol/L	

 **Back to List of Tests**

 **Print**

## LAB Results Comments

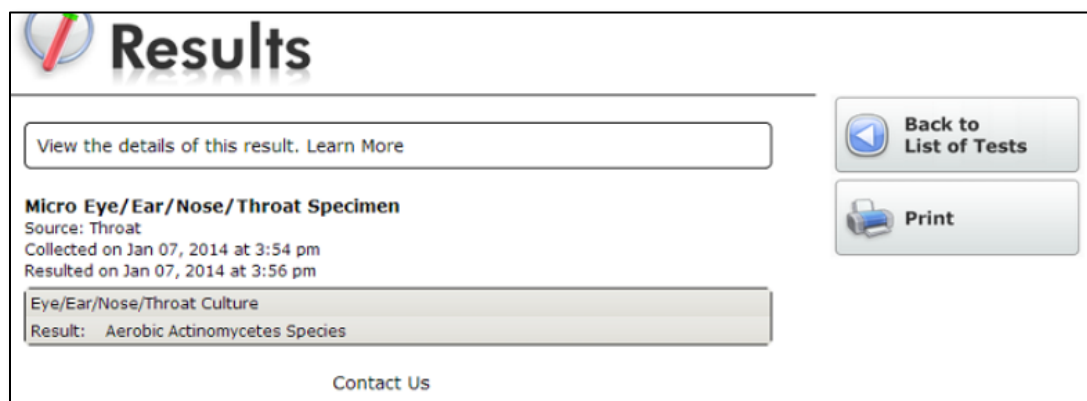
Selecting the icon to the right of the result will bring up Laboratory Result Comments.



## Microbiology Result Detail

Selecting the procedure navigates the Portal User to the detail page. The procedure description displays the following:

- Source
- Collected date and time
- Resulted date and time
- Results

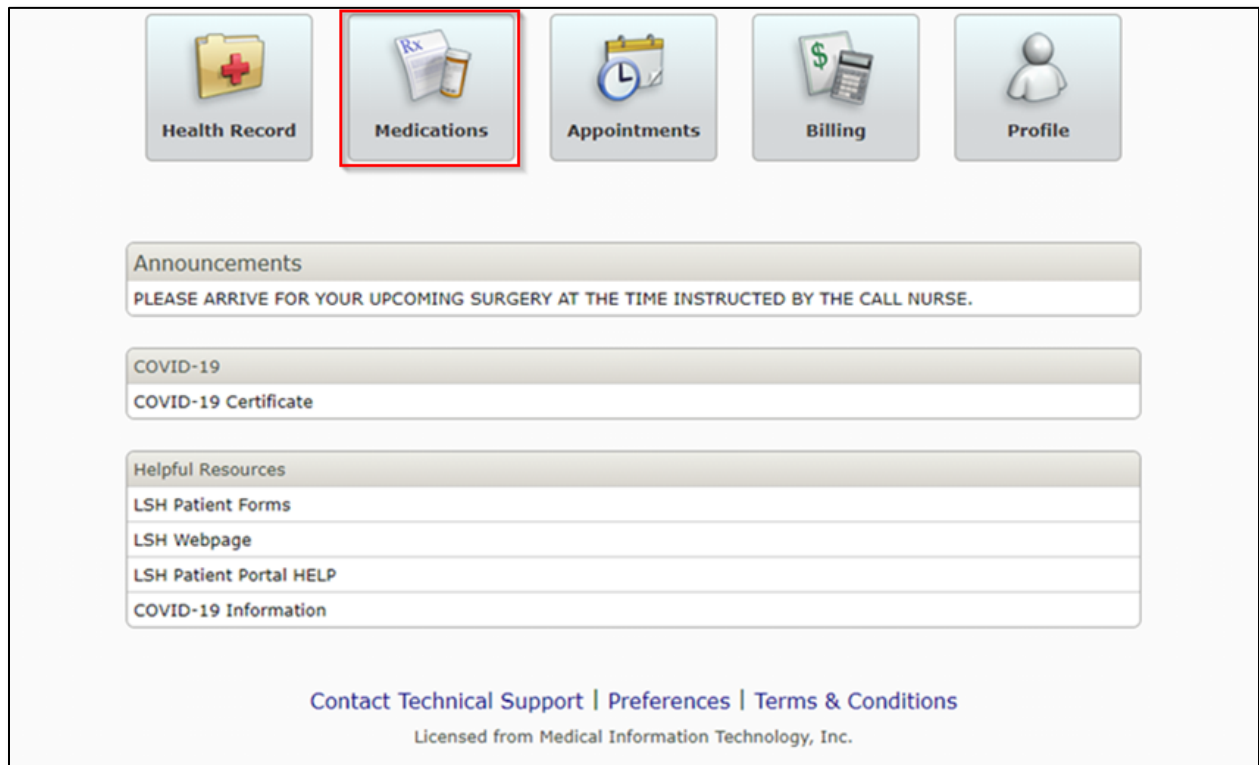


[Click to return to Table of Contents](#)



## Medications

The Medications area of the Patient Portal provides the Portal User with a way to view their active home medications and access information about the medication they are taking. Medications may be accessed directly from the “Medications” button on the Homepage or from within the “Health Record” button.



Select an item below or a button to the right to view more details. Select Health Summary to view, download or print a summary of your care.

If you don't see the information on the portal that you are looking for, please call the HIM department at 402-484-0861 and we will provide you with that information, if available. [Learn More](#)

Allergies
peanut
Penicillins

Current Conditions
Dependence on CPAP ventilation
Hypertension

Medications
HM-cephALEXin (Hm-Keflex) 500 MG

Health Summary

Visit History

Results

Medications

Allergies & Conditions

Reports

Documents

Questionnaires

### Medications Main Page

By selecting the Medications button from the homepage, the Portal User is presented with a list of the patient's home medications since last visit to Lincoln Surgical Hospital or Nebraska Surgery Center.

Select a medication to view details. Special instructions are entered in the comments sections of our Electronic Health Record. They may not be viewable on the portal.

Your Medications will be confirmed/updated on the day of your surgery. Edits can only be made by the nurse. [Learn More](#)




Medications
HM-cephALEXin (Hm-Keflex) 500 MG  
500 MG BY MOUTH

Back to Health Record




Print

## Medication Detail Page

Clicking on anywhere on the medication line brings the Portal User to the medication detail. The detail page displays the following information: Medication Generic Name (trade name), Dose, Form, Route, How often, Reason for Use, Prescribing provider, Total Refills, Last Updates, and Additional Instructions.

View the details of the selected medication. <a href="#">Learn More</a>		 <b>Back to List of Medications</b>
<b>HM-cephALEXin (Hm-Keflex) 500 MG</b>		 <b>Print</b>
Dose:	500 MG	
Form:	Capsule	
Route:	BY MOUTH	
Last Updated:	Wed, Sep 16, 2020	
 <a href="#">More Information About This Medication</a>		

Clicking on the link "More Information About this Medication" displays the pharmacy medication handout.

View the details of the selected medication. <a href="#">Learn More</a>		 <b>Back to List of Medications</b>
<b>HM-cephALEXin (Hm-Keflex) 500 MG</b>		 <b>Print</b>
Dose:	500 MG	
Form:	Capsule	
Route:	BY MOUTH	
Last Updated:	Wed, Sep 16, 2020	
 <a href="#">Hide Information About This Medication</a>		
<p><b>IMPORTANT: HOW TO USE THIS INFORMATION:</b> This is a summary and does NOT have all possible information about this product. This information does not assure that this product is safe, effective, or appropriate for you. This information is not individual medical advice and does not substitute for the advice of your health care professional. Always ask your health care professional for complete information about this product and your specific health needs.</p> <p><b>CEPHALEXIN - ORAL (sef-a-LEX-in)</b></p> <p><b>COMMON BRAND NAME(S):</b> Keflex</p> <p><b>USES:</b> This medication is used to treat a wide variety of bacterial infections. This medication is known as a cephalosporin antibiotic. It works by stopping the growth of bacteria. This medication will not work for viral infections (such as common cold, flu). Unnecessary use or misuse of any antibiotic can lead to its decreased effectiveness.</p> <p><b>OTHER USES:</b> This section contains uses of this drug that are not listed in the approved professional labeling for the drug but that may be prescribed by your health care professional. Use this drug for a condition that is listed in this section only if it has been so prescribed by your health care professional. This drug may also be used before dental procedures in people with certain heart conditions (such as artificial heart valves) to reduce the risk of a serious infection of the heart (bacterial endocarditis).</p> <p><b>HOW TO USE:</b> Take this medication by mouth as directed by your doctor, usually every 6 to 12 hours with or without food. If you are using the suspension, shake the bottle well before each dose. Measure the dose carefully using a special measuring device/spoon. Do not use a household spoon because you may not get the correct dose. The dosage is based on your medical condition and response to treatment. In children, the dose is also based on weight. For the best effect, take this antibiotic at evenly spaced times. To help you remember, take this</p>		

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## Allergies and Conditions

Allergies and conditions can be seen from the Health Record main page, as well as when the Allergies & Conditions button is selected. This area of the Patient Portal allows patients to see their active Allergies, as well as their active Conditions. On the Health Record, main page the Allergies table will display as many active allergies as the patient has on record. The conditions table will display as many active problems that the patient has on the Problem List in the Electronic Health Information System.

Select an item below or a button to the right to view more details. Select Health Summary to view, download or print a summary of your care.

If you don't see the information on the portal that you are looking for, please call the HIM department at 402-484-0861 and we will provide you with that information, if available. [Learn More](#)

Allergies

peanut

Penicillins


Current Conditions


Dependence on CPAP ventilation


Hypertension


Medications


HM-cephALEXin (Hm-Keflex) 500 MG


 Health Summary


 Visit History


 Results

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 Allergies & Conditions

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 Questionnaires

When in the Allergies and Conditions main page, allergies and conditions are listed in two separate tables. In this screen, Portal Users may select a specific allergy or condition to get more information.

Your allergies will be confirmed/updated on the day of your surgery. Edits can only be made by the nurse. [Learn More](#)

Allergies	Last Updated
peanut	Sep 16, 2020
Penicillins	Dec 29, 2020

Current Conditions	Onset Date
Dependence on CPAP ventilation	
Hypertension	

**Back to Health Record**

**Print**

### Allergy Detail Page

Clicking on an allergy brings the Portal User to the detail page of that allergy. The Allergy detail displays the following information from the display in the Electronic Health Information System:

- Type – either Allergy or Adverse Reaction
- Date Last Updated
- Reaction – the applicable entry selected from the Allergen Reaction dictionary
- Severity – Mild, Intermediate, Severe, or Unknown

View the details of this allergy. [Learn More](#)

peanut

Type:	Allergy
Last Updated:	Sep 16, 2020
Reaction:	Anaphylaxis
Severity:	

**Back to List of Allergies & Conditions**

**Print**


## Conditions


The conditions table displays the active problems from the problem list as defined in the Electronic Health Information System. Inactive problems are not included in this list.

Your allergies will be confirmed/updated on the day of your surgery. Edits can only be made by the nurse. [Learn More](#)

Allergies	Last Updated
peanut	Sep 16, 2020
Penicillins	Dec 29, 2020

Current Conditions	Onset Date
Dependence on CPAP ventilation	
Hypertension	

 **Back to Health Record**

 **Print**

[Click to return to Table of Contents](#)

## Reports

Includes documentation completed during your visit such as Operative Report, Clinical Notes etc..

These reports were made available to you by your provider. Select an item below to view the contents of a report.

Date	Report	Dictated Provider
Mar 11, 2021 at 9:31 am	Progress Notes	Dugas, Robert W
Mar 10, 2021 at 7:24 am	Operative Notes	Dugas, Robert W
Mar 10, 2021 at 7:14 am	Operative Notes	Dugas, Robert W
Mar 09, 2021 at 4:43 pm	Progress Notes	Dugas, Robert W

[Back to Health Record](#)  
[Print](#)

## Documents

Includes Letters, Reports, Results, Visits, Medical Profile, Billing and Other documents scanned into a patients chart and made available to patients for viewing, downloading and printing.

## Questionnaires

Questionnaires section provides links for patients to complete their pre-registration process and documentation prior to their upcoming appointment.

Select an item below or a button to the right to view more details. Select Health Summary to view, download or print a summary of your care.

If you don't see the information on the portal that you are looking for, please call the HIM department at 402-484-0861 and we will provide you with that information, if available. [Learn More](#)

**Allergies**  
There are no allergies for this patient.

**Current Conditions**  
There are no conditions for this patient.

**Medications**  
Acetaminophen (Tylenol Extra Strength) 500 MG  
Bisacodyl (Dulcolax) 10 MG  
Magnesium Hydroxide (Dulcolax) 400 MG/5 ML  
Oxycodone Ir 5 MG

[Health Summary](#)  
[Visit History](#)  
[Results](#)  
[Medications](#)  
[Allergies & Conditions](#)  
[Reports](#)  
[Documents](#)  
[Questionnaires](#)

## Questionnaires Main Page

Summary table with each questionnaire that will need to be completed prior to upcoming appointment is within the Questionnaires section.

Please complete the items listed below as soon as possible for your upcoming visit. If you have not already done so, please complete your pre-registration by returning to the Home page and selecting Pre-Register next to your upcoming appointment. [Learn More](#)

[View Completed](#)

Questionnaire	Submit By
Medications and Allergies	Sep 15, 2021
LSH Pre Admit Questionnaire	Sep 15, 2021
LSH Patient Instructions	Sep 15, 2021
COVID-19 Past 3 Months	Sep 15, 2021

[Back to Health Record](#)

## Questionnaires Detail Page

Click each questionnaire to open the detail and complete all questions. Once complete select Submit.

### LSH Pre Admit Questionnaire

Answer the questions to complete your questionnaire.

#### Step 1 of 1: LSH Pre admit portal question

Administrative Gender

Gender at birth?

☐ Female

☐ Male

☐ Undifferentiated

What Gender do you identify as?

☐ Female

☐ Male

☐ Undifferentiated

Communication Assessment

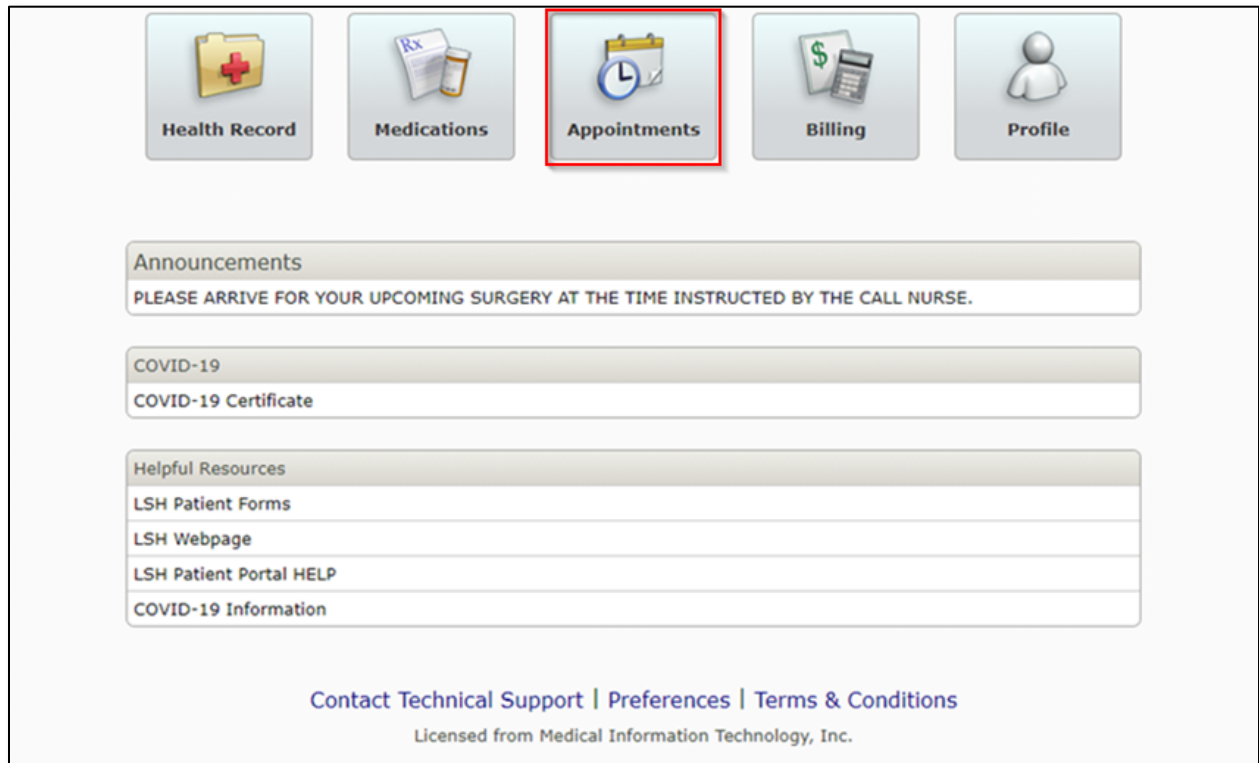
Primary Language

[Cancel](#) [Save Draft](#) [Submit](#)



## Appointments

Provides a list of upcoming or pending appointments to Lincoln Surgical Hospital or Nebraska Surgery Center.



The screenshot displays a patient portal interface with a top navigation bar containing five icons: Health Record (folder with red cross), Medications (Rx icon), Appointments (calendar with clock, highlighted with a red border), Billing (dollar sign and calculator), and Profile (person icon). Below the navigation bar, there are three main sections: Announcements, COVID-19, and Helpful Resources. The Announcements section contains a message about arriving for surgery. The COVID-19 section contains a link to the COVID-19 Certificate. The Helpful Resources section contains links to LSH Patient Forms, LSH Webpage, LSH Patient Portal HELP, and COVID-19 Information. At the bottom, there are links for Contact Technical Support, Preferences, and Terms & Conditions, followed by a license statement from Medical Information Technology, Inc.

**Health Record**   **Medications**   **Appointments**   **Billing**   **Profile**

**Announcements**  
PLEASE ARRIVE FOR YOUR UPCOMING SURGERY AT THE TIME INSTRUCTED BY THE CALL NURSE.

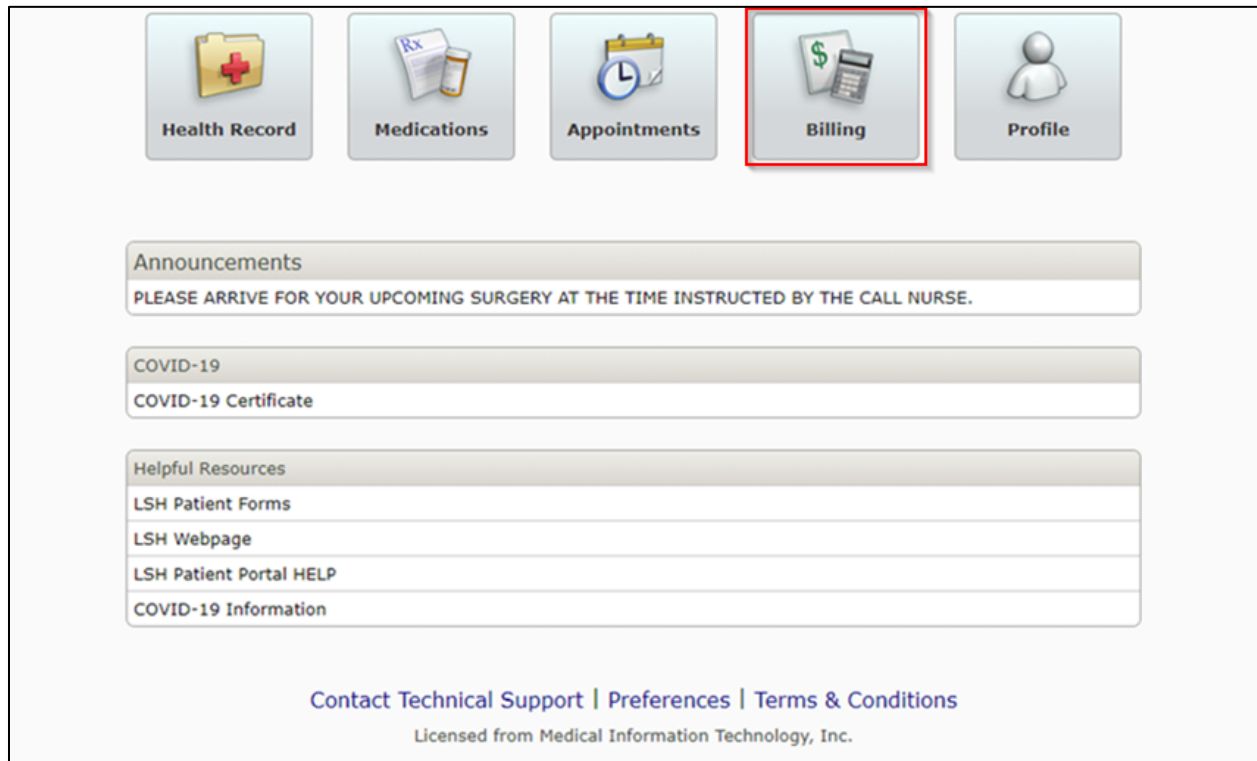
**COVID-19**  
COVID-19 Certificate

**Helpful Resources**  
LSH Patient Forms  
LSH Webpage  
LSH Patient Portal HELP  
COVID-19 Information

[Contact Technical Support](#) | [Preferences](#) | [Terms & Conditions](#)  
Licensed from Medical Information Technology, Inc.

## Billing

The Patient Portal includes an option to view Billing and Accounts Receivable accounts.



## Billing Detail

Selecting an account on the main billing page brings the Portal User to a detail page that lists transactions for the account.

The screenshot shows the Billing Detail page for Peter Pan Parker's account. The page has a blue header with the account name and a 'Billing' title. Below the header, there is a yellow box with a message about online payments and a 'Learn More' link. The main content area has a light blue background and contains the following information:

Date of Service: October 20, 2014 Location: OPERATING ROOM  
Account Number: V0000000573

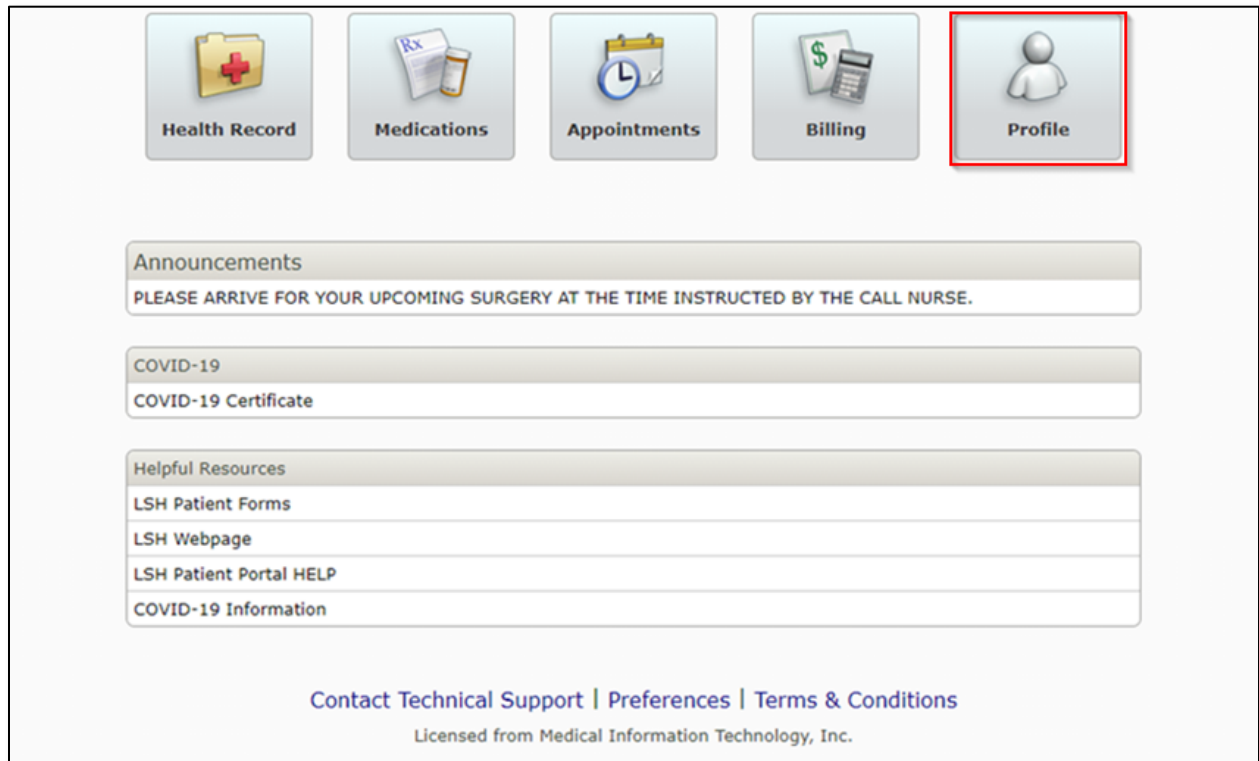
Date	Transaction	Amount
October 20, 2014	Charge - RINGERS SOLUTION, LACTATED	\$15.00
October 20, 2014	Charge - SODIUM CHLORIDE IRRIG SOLN	\$7.50
Total Balance (Billed and pending transactions)		\$22.50
Total Due (Billed transactions)		\$0.00
Estimated Insurance Due		\$0.00
Your Responsibility		\$0.00

At the bottom of the page, there is a 'Contact Us' link.

[Click to return to Table of Contents](#)

## Profile

The Profile area of the Patient Portal provides a way for a Portal User to communicate information about the patient including Demographic Information and Contacts.



All information changed in the Portal is sent to the Health Information Team for review. The Hospital Staff may update the information and this change is then reflected in the Patient Profile display below.

The Profile page has three categories of data: Demographic Information, Contacts, and Shared Access.

The Shared Access displays the Portal Users that have access to the selected patient's information.

The Profile reflects the current information in your Electronic Medical Record. Select 'Update Profile' to request an update to your profile. [Learn More](#)

**Demographic Information**

Name:	ZZZTest,Patient		
Address:	111 Apple Health Test Lincoln, Nebraska 68510		
Birthdate:	01/01/2001	Age:	20
Marital Status:	Single		
Race:	White	Religion:	Catholic
Cell Phone:	(402)432-4758	Phone 2:	
Email Address:	jvanlent@lincolnsurgery.com		
Mother's Name:	Don't Know		
Primary Care Physician:	William Coady		

**Contacts**

<b>Emergency Contact</b>			
Name:		Relationship:	
Address:		Phone 1:	Phone 2:
<b>Day of Surgery Contact</b>			
Name:	ZZZTest,PatientMother	Relationship:	Mother
Address:		Phone 1:	Phone 2:
Cell Phone:	(555)555-5656	Phone 2:	

**Update Profile**

**Shared Access**

**Print**

### Update Profile Wizard

Clicking on the “Update Profile” button in the right hand column will launch the user into the Profile Wizard. This is used to update a patient’s profile information, which includes person and contact information.

#### Page 1: Demographic Information

Patient information defaults into the following fields from the Lincoln Surgical Hospital and Nebraska Surgery Center Information System (if the data is available):

### Request Update

Update your information below and select 'Submit' to send this update request to our Health Information Department.

#### Step 1: Patient Information

Address

111 Apple Health Test

City

Lincoln

State

Nebraska

Zip code

68510

Cell Phone:

(402)432-4758

Phone 2:

Email

Cancel

Next

### Page 2: Contact Information

Contact information will default in according to what is stored in the Electronic Health Information System:

**Request Update**

Update your information below and select 'Submit' to send this update request to our Health Information Department.

---

**Step 2: Contacts**

**Emergency Contact**

First Name (required)

Middle Name

Last Name (required)

Address

City

State

As with the Demographic Information tab, a Portal User can update all of the available fields if he or she desires.

### Confirmation Screen

Once the request to update information has been submitted, a confirmation screen will appear.

## Shared Access

To allow others to access your Patient Portal information.

The Profile reflects the current information in your Electronic Medical Record. Select 'Update Profile' to request an update to your profile. [Learn More](#)


Demographic Information


Name:	ZZZTest,Patient		
Address:	111 Apple Health Test Lincoln, Nebraska 68510		
Birthdate:	01/01/2001	Age:	20
Marital Status:	Single		
Race:	White	Religion:	Catholic
Cell Phone:	(402)432-4758	Phone 2:	
Email Address:	jvanlent@lincolnsurgery.com		
Mother's Name:	Don't Know		
Primary Care Physician:	William Coady		


Contacts

Emergency Contact

Name:		Relationship:	
Address:			
Phone 1:		Phone 2:	
Name:	ZZZTest,PatientMother	Relationship:	Mother
Address:			
Cell Phone:	(555)555-5656	Phone 2:	

 **Update Profile**

 **Shared Access**

 **Print**


Select Create Invitation button.

Shared Access displays all users that have access to this patient's portal.

Create Access Invitation

To allow someone to access your Patient Portal information, select the Create Invitation button below. You will have the opportunity to choose which areas of your Patient Portal this person will have access to before sending the invitation.

**Create Invitation**

 **Back to Profile**

 **Activity Log**

You will have the opportunity to choose which areas of your Patient Portal this person will have access to before sending the invitation.

### Create an Invitation

Create an invitation for another person to access this Patient Portal by completing the form below. Please verify the email address with the person you are inviting. They must accept the invitation using the same email address.

#### Step 1: Who would you like to invite?

First Name (required)

Last Name (required)


Email Address (required)

Confirm Email Address (required)

I am this person's... (required)

Relationship ▼

Continue

 Do Not Submit.  
Return to Shared  
Access

[Return to Table of Contents](#)