

PATIENT PORTAL HOW-TO-GUIDE

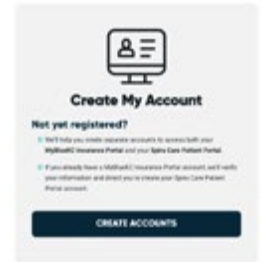


MySpiraCare.com

**START
HERE**

NEW TO SPIRA CARE?

To sign up for the Spira Care Patient Portal go to:
SpiraCare.com/Register or
call **913-29-SPIRA (77472)**.



To access the Spira Care Patient Portal:

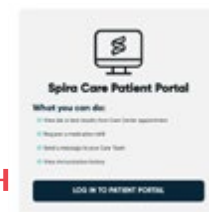
Go to MySpiraCare.com



Go to SpiraCare.com



Click on the **Patient Login** button on the homepage. Then click on the **Log In To Patient Portal** button.



1 AFTER YOU REGISTER



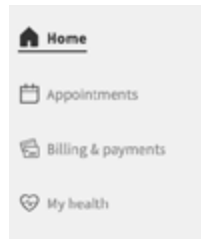
Click on the **Log in with athenahealth** button.

Log in with athenahealth

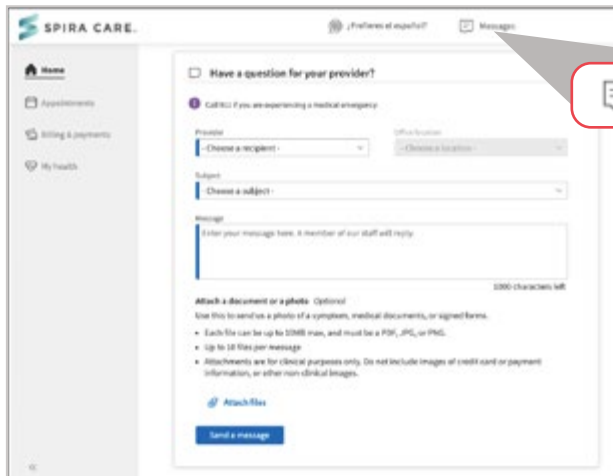
You will then be asked to enter your email address and password to log in.



Once logged in, you will see these options available in the left-hand column of the screen.



2 HOME TAB



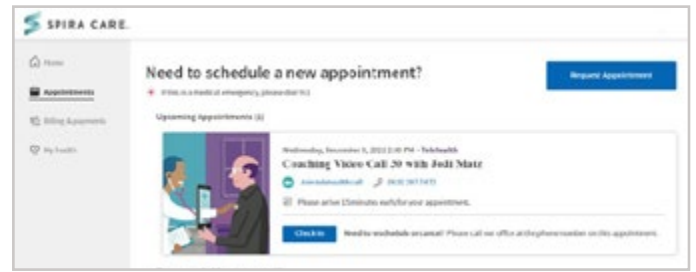
Messages

Under the **HOME** tab you will find upcoming appointments, messaging options, billing summaries* and health reminders.

You can send a message to your Provider, a Care Guide or another member of your Care Team by clicking on the **Messages** icon in the upper-right-hand corner of the screen.

**If applicable to your Blue KC health plan.*

3 APPOINTMENT TAB



On the **APPOINTMENTS** tab you will find upcoming or recommended appointments.

You can also use the **Request Appointment** button to communicate with your provider and inquire about an appointment need.

Due to COVID-19 we've suppressed the ability to schedule an appointment online. We continue to monitor this and will turn this feature back on when appropriate.

4 MY HEALTH TAB



On the **MY HEALTH** tab you will find:

- **TEST RESULTS** from labs performed at Spira Care Centers
- **MEDICATIONS** you currently take
- **CARE SUMMARIES** from your appointments at Spira Care Centers
- **HEALTH RECORDS** – where you can request info from your medical record
- **TOBACCO HISTORY** – which shows your reported use of tobacco products
- **MEDICAL FORMS** – available to electronically sign or print and sign by hand
- **LEARNING MATERIALS** based on recent health diagnoses or age-related screenings
- **HEALTH REMINDERS** for upcoming tests scheduled at Spira Care Centers or with specialists outside of Spira Care
- **REFERRALS** to specialists or other providers outside of Spira Care Centers

5 BILLING TAB



Spira Care patients with a Health Savings Account may incur an affordable and predictable charge for an office visit. If you have a charge that needs to be paid you may pay your bill online under the **BILLING** tab.

Once you meet your deductible, any future services at a Spira Care Center carry no additional cost. All preventive services are 100 percent covered.

For urgent questions or issues, please call Spira Care at 913-29-SPIRA (77472).

FOR EMERGENCY SITUATIONS, CALL 911.