

# - Your Patient Portal-

Welcome to Fertility Specialists of Texas! Thank you for trusting our team to help you on your path to parenthood; we cannot wait to help you grow your family. We know there's a lot involved with fertility treatment, which is why we offer an amazing tool to help maximize communication and minimize stress. Your patient portal is going to be your new best friend.

### Put Your Portal to Work

- √ E-mail Your Clinical Team
- ✓ Review Your Lab Results
- ✓ Receive Important Reminders

- ✓ Access Your Medical History
- ✓ Upload Important Documents
- ✓ Read the Latest Fertility Tips & News

# Here's How to Dolt



### Step 1

While scheduling your new patient appointment, our new patient coordinator provided you with your personal login information for the patient portal. Please save this information for easy access.



Visit FertilityTexas.com and click on the Portal tab in the top right corner to acess the site. The portal must be completed on a computer, the site is not

compatible with mobile devices.





Login with the User ID and password provided to you.

Do Not click the New Patient Registration Form.



Expending patient knowledge Step 4



After signing into your portal, you will be asked to verify account details and create a new password. Once you reset your password, the system will automatically log you out. You will need to login again with the user ID provided by FST and your new password.

> "Do Not Test Me Again" option to continue.

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## Step 5

Update your contact information and click the Update button to save.



# Step 6

Once you are directed to the home page, click on the History tab and then the History Form link to add your medical history. Please note this section must be completed at least 2 Business Days prior to your appointment. Failure to do so risks cancellation and you will need to reschedule.



We suggest that you have the following information available before you start the registration

Your comprete nearm insurance unconsumer.
The names, addresses and phone numbers of your doctor(s).
The names and dosages of any medications that you take.
The types and approximate dates of any surgical procedures that you've had. Taking a moment to gather this information before you start will make the process even easier Cancel Next

### Take Note: Completing Your Medical History

There are 9 sections within the medical history category that must be completed. Once you provide all necessary details in a section, click the Next button. After all sections are completed, you will see a "Thank You for Registering" window.





#### Take Note: Female Information Screen

The Total Number of Pregnancies section includes any miscarriages and/or abortions and requires details for each one.

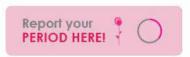


Click on your profile icon in the top right corner to upload your photo. If you're unable to do so, your photo will be taken at your first appointment. Photos are for internal use only by our office staff.



#### Take Note: Referral Source

When you scheduled your new patient appointment you were asked how you heard about us. Our new patient coordinator added your response to your chart; you do not need to add anything to this section.



### Take Note: Reporting Your Period

During treatment at FST, you may be asked to report the first day of your period. As this is time-sensitive information, please call our office to provide details; Do Not use the "Report Your Period" option in the patient portal.



#### Take Note: Portallssues

If, at any time, you forget your User ID, or encounter any other issues with the patient portal, please call our office for guidance: 214-618-2044.