

NEW Student Health Patient Portal

We are excited to provide students with a virtual safe space to talk as well as assistance in getting answers to medical and mental health questions you may have.

As with almost all new things we will have hiccups, we will have bumps in this virtual road ahead, but rest assured the Student Health Services Staff is here to help. We thank you for bearing with us.

Schedule an appointment with a Mental Health Counselor and chat with a Registered Nurse. Appointments can be scheduled same day dependent on availability.

Should you need any assistance with the Patient Portal, scheduling an appointment, or Student Health Center questions in general please reach out to the Student Health Center Staff and we would be happy to assist.

We look forward to serving you.

CONTACT INFO:

Health Center Phone #: (951) 465-8371

Health Center Email: healthservices@msjc.edu

Website: <https://www.msjc.edu/healthcenter/>

Patient Portal: https://login.msjc.edu/_layouts/PG/login.aspx?ReturnUrl=%2Fsso%2F

Hours of Operation:

M-TH 8:00 am – 5:00 pm

F 8:00 am – 12 N

HOW TO ACCESS THE PORTAL

STEP 1

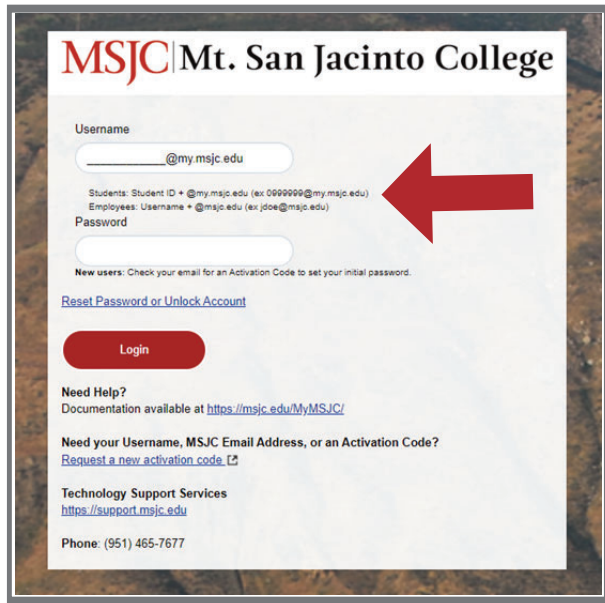
Go to the NEW Patient Portal through your Single Sign On (SSO) Log In

- Click myMSJC at the bottom of the MSJC Home Page



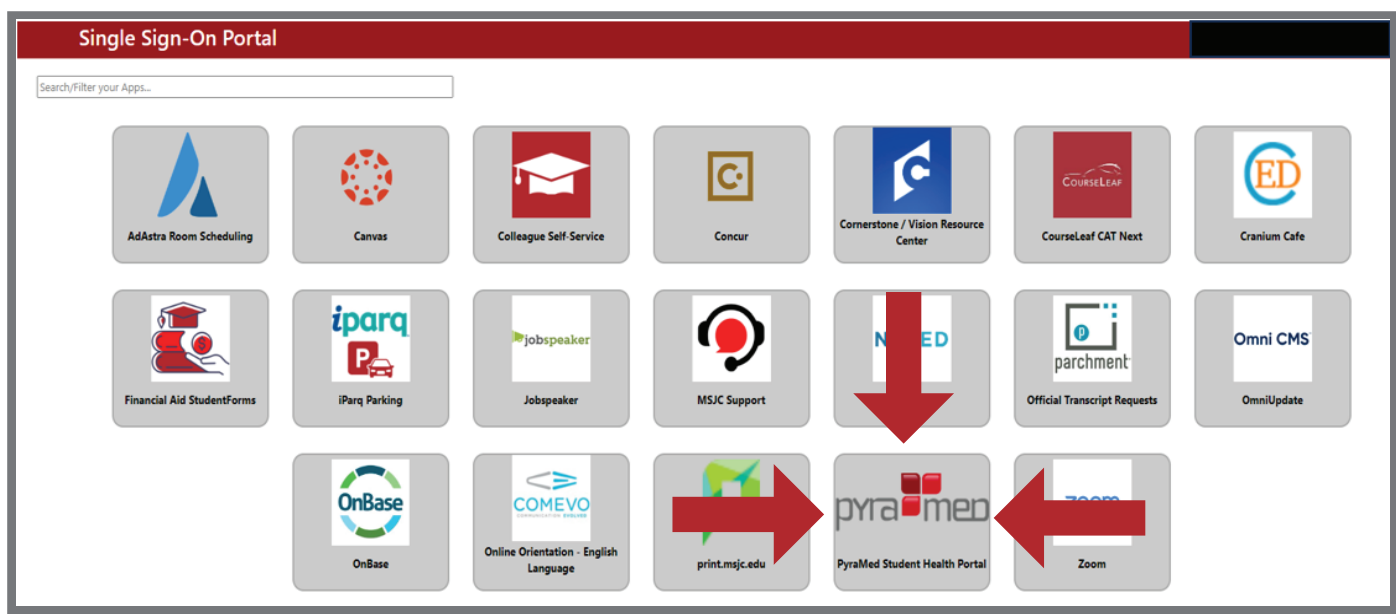
- Enter your MSJC Student Email Address and Password and Click SUBMIT

Please Note: **MUST BE THE INFORMATION WE HAVE ON FILE. Use your MSJC Student E-Mail*



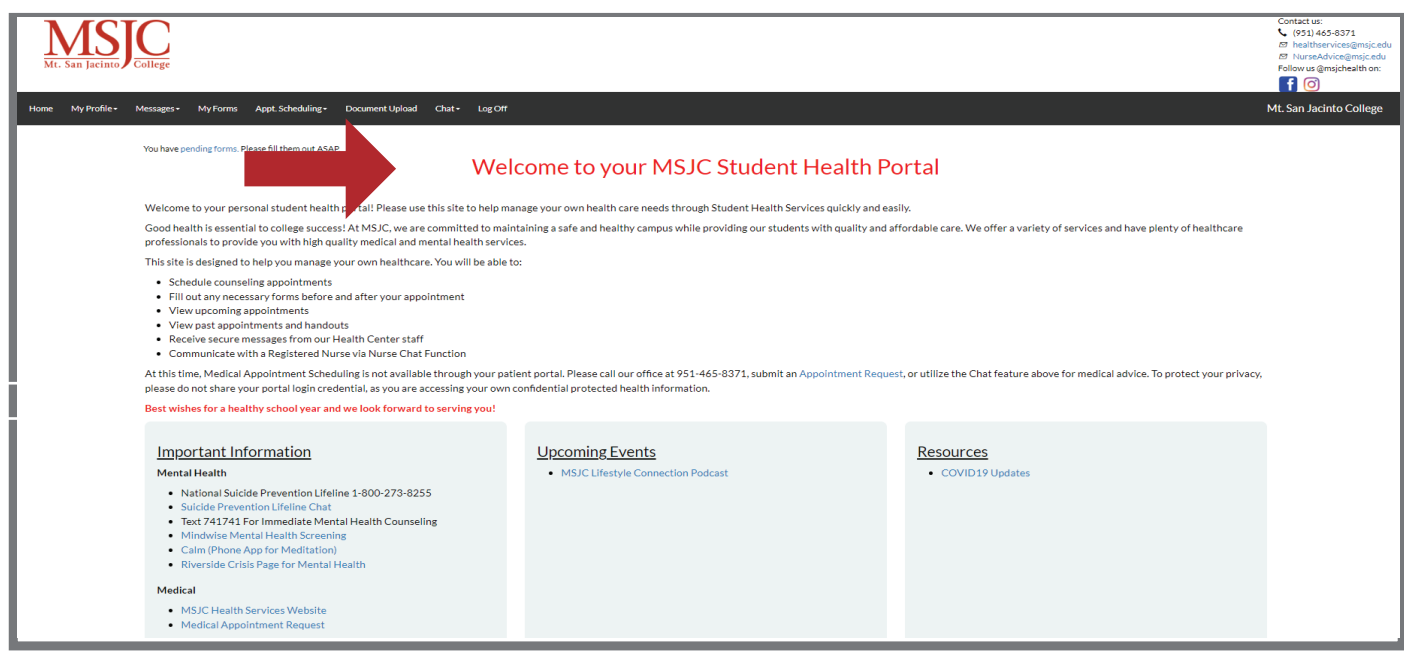
STEP 3

Click PyraMED Student Health Portal



• Enter Student Health Portal

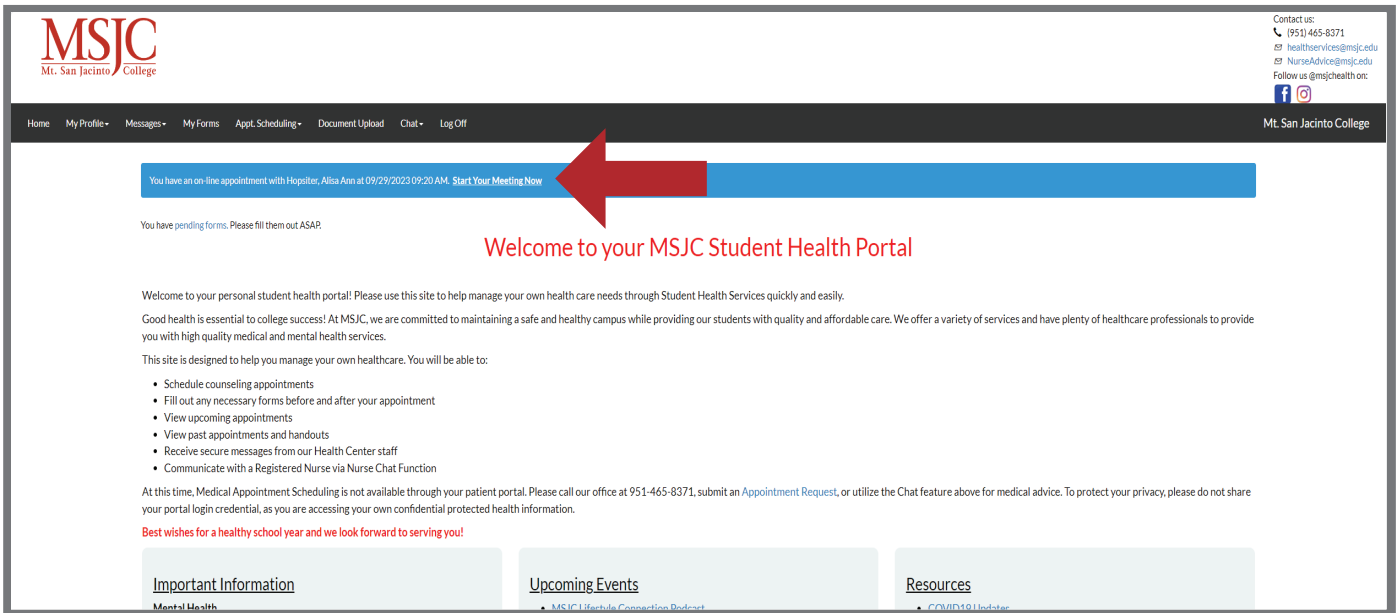
• Please Note: You can schedule Mental Health appointments, secure message our medical team, chat with our Registered Nurses, upload documents, and fill out forms for your appointments on the Student Health Portal.



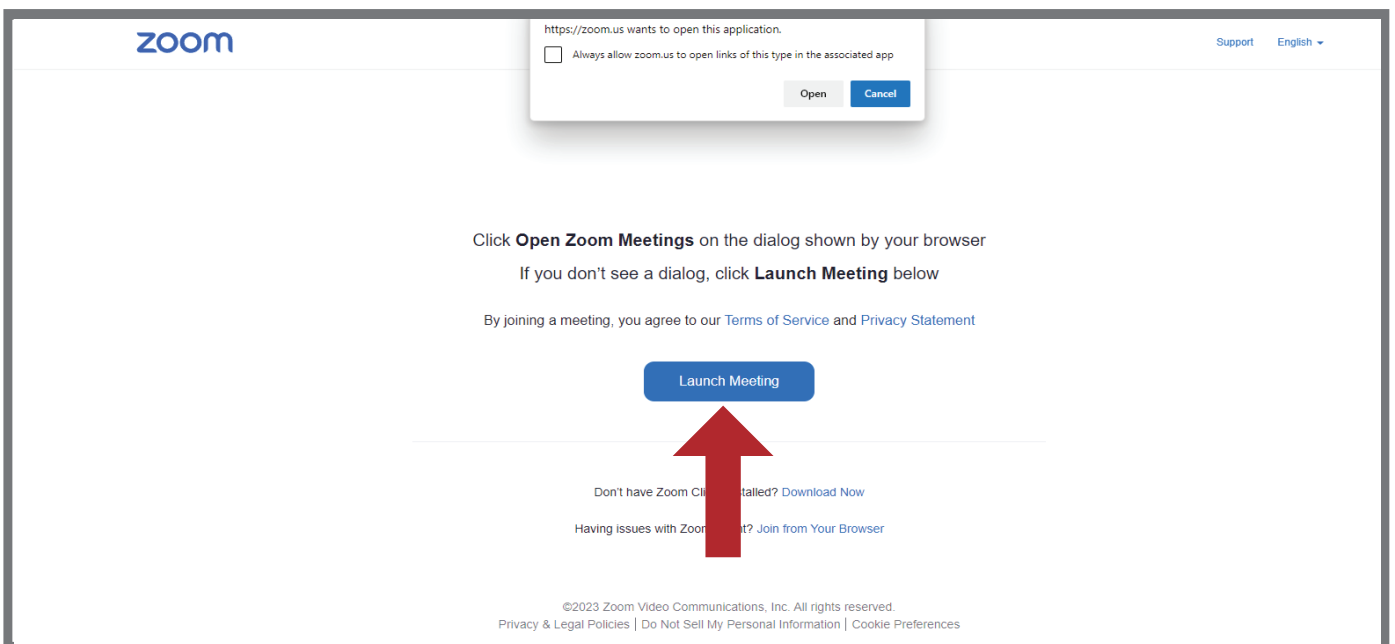
STEP 1

After logging into the Student Health Portal (Steps 1-3 Above)

- Select "Start Your Meeting Now" on the blue ribbon to enter your Telehealth Appointment



- You will then be connected to Zoom for your telehealth appointment



HOW TO FILL OUT FORMS THROUGH THE PORTAL

LOGIN to the NEW Patient Portal: https://login.msjc.edu/_layouts/PG/login.aspx?ReturnUrl=%2Fssso%2F

- Click FORMS in the TOP MENU BAR

The screenshot shows the MSJC Student Health Portal home page. At the top left is the MSJC logo. At the top right is contact information: (951) 465-8371, healthservices@msjc.edu, NurseAdvice@msjc.edu, and @msjchealth on social media. Below the logo is a navigation bar with links: Home, My Profile, Messages, My Forms, Appt. Scheduling, Document Upload, Chat, and Log Off. The main content area has a welcome message: "Welcome to your MSJC Student Health Portal". Below this is a list of services: Schedule counseling appointments, Fill out any necessary forms before and after your appointment, View upcoming appointments, View past appointments and handouts, Receive secure messages from our Health Center staff, and Communicate with a Registered Nurse via Nurse Chat Function. There are also sections for Important Information (Mental Health and Medical), Upcoming Events (MSJC Lifestyle Connection Podcast), and Resources (COVID19 Updates). A red arrow points to the "My Forms" link in the navigation bar.

- Click each FORM to beginning filling them out and then submit

The screenshot shows the "My Forms" page. It lists forms that need to be completed. A table with the following columns is shown: Form Name, Form Type, Appointment Date, and Instructions. The first row is for "Authorization for Release", with Form Type "Health History", Appointment Date "N.A.", and Instructions "Completion of this document authorizes the disclosure and/or use of health information about you. Please be sure to provide all information requested. Failure to do so may invalidate this authorization." A red arrow points to the "Authorization for Release" link.

Form Name	Form Type	Appointment Date	Instructions
Authorization for Release	Health History	N.A.	Completion of this document authorizes the disclosure and/or use of health information about you. Please be sure to provide all information requested. Failure to do so may invalidate this authorization.

HOW TO SCHEDULE A MENTAL HEALTH COUNSELING APPOINTMENT

STEP 1

Login to your patient portal through the SSO: https://login.msjc.edu/_layouts/Pg/login.aspx?ReturnUrl=%2Fssso%2F

- Select Appt Scheduling icon in the tool bar

The screenshot shows the MSJC Student Health Portal. At the top left is the MSJC logo. To the right, contact information is provided: (951) 465-8371, healthservices@msjc.edu, NurseAdvice@msjc.edu, and Follow us @msjchealth on social media. A navigation bar contains links: Home, My Profile, Messages, My Forms, Appt. Scheduling, Document Upload, Chat, and Log Off. Below the navigation bar, a message states 'You have pending forms. Please fill out ASAP.' A large red arrow points to the 'Appt. Scheduling' link in the navigation bar. The main content area features a welcome message: 'Welcome to your MSJC Student Health Portal'. Below this, a list of services is provided: Schedule counseling appointments, Fill out any necessary forms before and after your appointment, View upcoming appointments, View past appointments and handouts, Receive secure messages from our Health Center staff, and Communicate with a Registered Nurse via Nurse Chat Function. A note states that Medical Appointment Scheduling is not available through the portal. At the bottom, there are three sections: 'Important Information' (Mental Health and Medical), 'Upcoming Events' (MSJC Lifestyle Connection Podcast), and 'Resources' (COVID19 Updates).

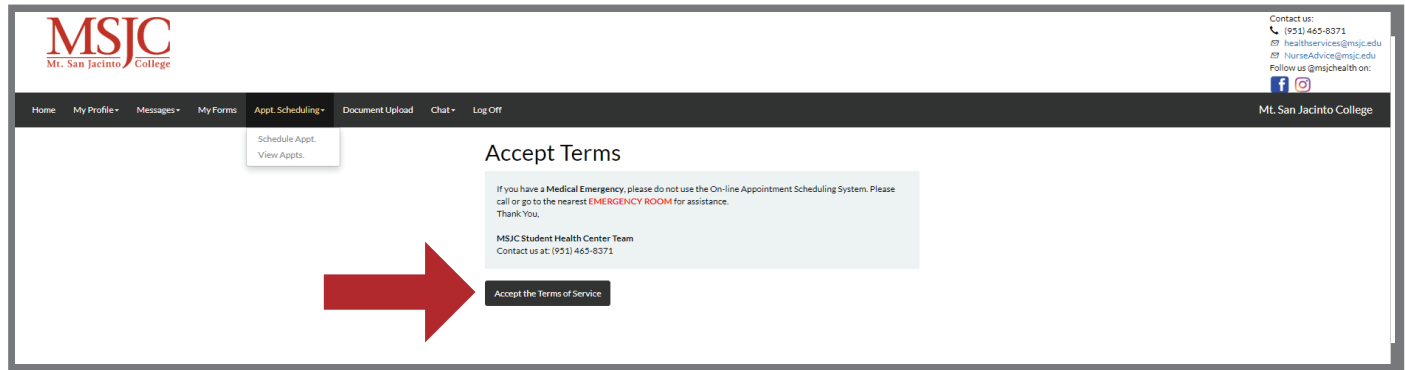
STEP 2

Appointment Scheduling Page

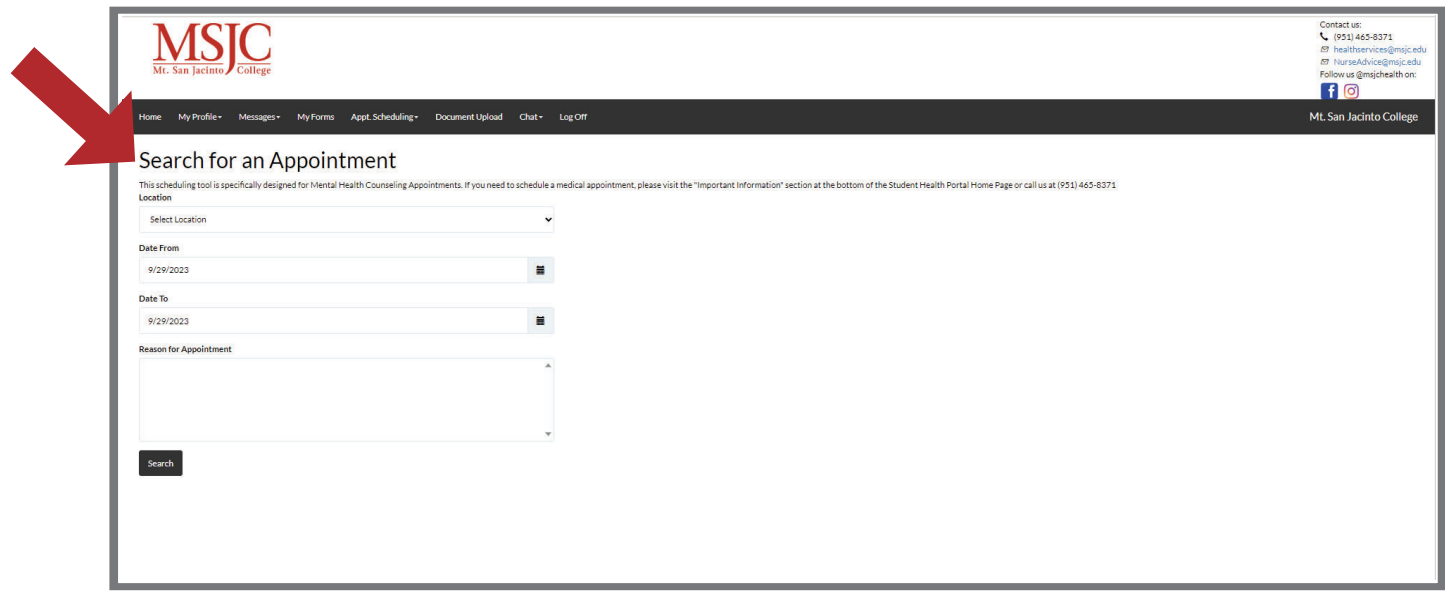
- Click Schedule Appt icon in the tool bar

The screenshot shows the MSJC Student Health Portal Appointment Scheduling page. The navigation bar is the same as in the previous screenshot. A red arrow points to the 'Schedule Appt.' link in the 'Appt. Scheduling' dropdown menu. The main content area features an 'Accept Terms' section with a warning: 'If you have a Medical Emergency, please do not use the On-line Appointment Scheduling System. Please call or go to the nearest EMERGENCY ROOM for assistance. Thank You.' Below this, the MSJC Student Health Center Team contact information is provided: (951) 465-8371. A button labeled 'Accept the Terms of Service' is visible at the bottom.

- Accept the terms



- Select Location, Date Range, and Reason for Appointment



STEP 3

Select your Campus Location (MVC = Menifee, SJC = San Jacinto, TVC = Temecula)

MSJC
Mt. San Jacinto College

Home My Profile Messages My Forms Appt. Scheduling Document Upload Chat Log Off

Search for an Appointment

This scheduling tool is specifically designed for Mental Health Counseling Appointments. If you need to schedule a medical appointment, please visit the "Important Information" section at the bottom of the Student Health Portal Home Page or call us at (951) 465-8371

Location

Select Location

- Select Location
- Counseling MVC
- Counseling SJC
- Counseling TVC

Date To

9/30/2023

Reason for Appointment

Search

STEP 4

The Date Range Boxes:

- Select a From/To Date:

**Please Note: All visits are able to be scheduled out a maximum of 14 days. No SAME DAY appointments can be scheduled through the portal*

- Select a Reason for Appointment

**New Patient = 1st visit, Follow Up = After 1st visit, Telehealth = Zoom Video Chat*

- Click Search

Home My Profile Messages My Forms Appt. Scheduling Document Upload Chat Log Off

Search for an Appointment

This scheduling tool is specifically designed for Mental Health Counseling Appointments. If you need to schedule a medical appointment, please visit the "Important Information" section at the bottom of the Student Health Portal Home Page or call us at (951) 465-8371

Location

Counseling MVC

Date From

9/30/2023

Date To

9/30/2023

Reason for Appointment

- MENTAL HEALTH COUNSELING FOLLOW UP - IN PERSON
- MENTAL HEALTH COUNSELING FOLLOW UP - TELEHEALTH
- MENTAL HEALTH COUNSELING NEW PATIENT - TELEHEALTH
- MENTAL HEALTH COUNSELING NEW PATIENT- IN PERSON

Search

STEP 5

Available Appointment Screen:

This screenshot shows the 'Search for an Appointment' interface. On the left, there are search filters: Location (Counseling MVC), Date From (10/01/2023), Date To (10/09/2023), and Reason for Appointment (Mental Health Counseling Follow Up - In Person, Telehealth, New Patient - Telehealth, New Patient - In Person). A 'Search' button is at the bottom left. On the right, a table titled 'Available Appointments' lists dates, times, and providers (David Morits). A green box with the number '1' is positioned at the bottom right of the screenshot.

Date	Time	Providers
10/02/2023	9:00 AM	David Morits
10/02/2023	11:00 AM	David Morits
10/02/2023	1:00 PM	David Morits
10/05/2023	10:00 AM	David Morits
10/09/2023	9:00 AM	David Morits
10/09/2023	10:00 AM	David Morits
10/09/2023	11:00 AM	David Morits

- You can see each day's availability and the provider.

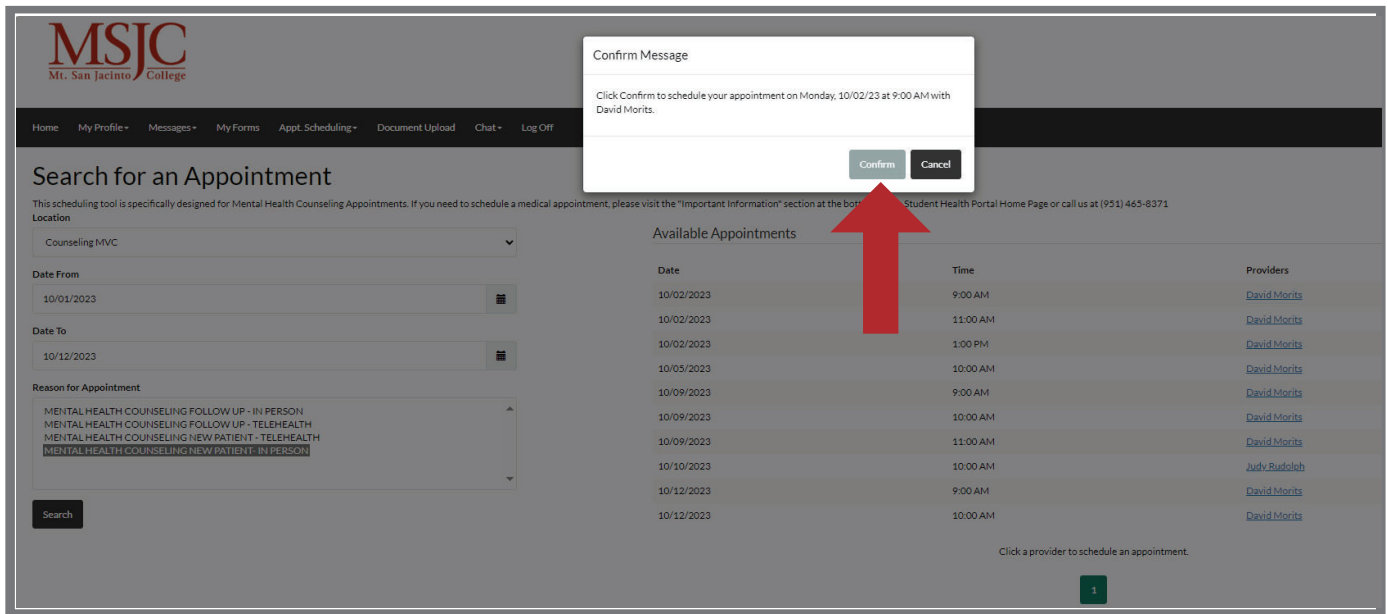
This screenshot is identical to the one above, showing the 'Search for an Appointment' interface with search filters and a table of available appointments. A green box with the number '1' is positioned at the bottom right of the screenshot.

Date	Time	Providers
10/02/2023	9:00 AM	David Morits
10/02/2023	11:00 AM	David Morits
10/02/2023	1:00 PM	David Morits
10/05/2023	10:00 AM	David Morits
10/09/2023	9:00 AM	David Morits
10/09/2023	10:00 AM	David Morits
10/09/2023	11:00 AM	David Morits

STEP 5

Select Appointment Time:

- Click on your preferred appointment time. Select CONFIRM.
- Your appointment is now scheduled.



HOW TO CANCEL AN APPOINTMENT

STEP 1

Login to your patient portal: https://login.msjc.edu/_layouts/PG/login.aspx?ReturnUrl=%2Ffso%2F

STEP 2

Select Appt Scheduling, then select View Appts

- Click the blue Cancel button
- Click Confirm
- Your appointment has now been canceled

