

Patient Registration Guide

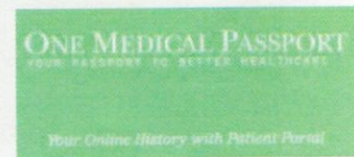


Physician: _____ Procedure Date: _____

Baylor Surgicare at North Garland asks that you complete online registration with One Medical Passport. The website guides you to enter your medical history so that we may provide you with excellent care and minimize long phone interviews and paperwork. *You may also receive a phone call, email or text from One Medical Passport to help with this important task.*

Begin Registration on Our Website

Start on our home page www.northgarland-sc.com and click the **One Medical Passport** link in the green box on the right-hand side of the home page to go to One Medical Passport (shown below).



Create Your One Medical Passport Account

First time users of One Medical Passport should click the green **Register** button and create an account. Answer the questions on each page, then click save and continue. Once complete, you will be prompted to click **Finish** to securely submit your information to us.

First Time Users Click Register

Username you chose: _____

Returning Users (for changes or reuse)

Enter the username and password you chose.
You can then access or update your account.

Additional Help to Complete Registration

Each page has a **Help** link you may click for assistance. If you are not able to complete your history online, please call our pre-op nurse during business hours at (214) 703-1800 to complete your history over the phone.





Patient communication starts with YOU!

We are working with One Medical Passport to gather comprehensive medical histories prior a patient's procedure.

Prompt™ sends your patient a text, email, or phone alert reminding them to complete a Medical Passport during the pre-admission process. This results in better preparation, increased patient safety, and fewer cancellations and delays.

“After enabling Prompt patient reminders, our patient utilization increased to over 93%. The reminders have helped us speed up the entire preadmission process by decreasing the amount of staff time spent on the phone reminding patients to register online. This has allowed our staff to spend more time with patients and less on clerical duties.”

Cherokee Moore-Mirza, Administrator,
BayCare Surgery Center - Trinity

To communicate with your patients, we need your help.

- Please let patients know that they will receive an opt-in text message from your facility.
- Once they have opted-in by replying “Y,” they will receive a text reminding them to complete their Medical Passport.
- Please be sure to ask for and enter an **email address** and a **complete mobile number** (including area code) for every booking request. If we do not have an accurate email address or mobile number, we will not be able to effectively communicate with your patients.

Thank you for your help!

