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**PATIENT PORTAL INFORMED CONSENT**

Patient Name: \_\_\_\_\_ DOB: \_\_\_\_\_

Email Address: \_\_\_\_\_

As a service to our patients, Heartland Cardiology offers secure viewing of portions of your medical record and communication with our staff through our Patient Portal. Secure messaging can be a valuable communications tool but does have certain risks. In order to manage these risks we need to impose some conditions of participation, and confirm that you accept the risks and agree to the conditions of participation. This service is optional and not required to communicate with our clinic.

**HOW THE SECURE PATIENT PORTAL WORKS**

A secure Web portal is a kind of webpage that uses encryption to keep unauthorized persons from reading attachments, communications or information. Secure messages and information can only be read by someone who knows the right password to log into the portal site. **THE PORTAL SHOULD NEVER BE USED IN AN EMERGENCY SITUATION.**

**HOW TO PARTICIPATE IN OUR PATIENT PORTAL**

You can compose, retrieve and reply to secure messages or view information sent to you through our website: [www.heartlandcardiology.com](http://www.heartlandcardiology.com). Once you have read and signed this form, you will be sent an e-mail notification that gives you instructions to register for the first time. This notification will give you the URL (internet address) of the website to log in using the username and temporary password provided. You will then be prompted to create your own password. Once this step is completed, you can read/ view information on your computer, look in your message box to see any new or old messages, or view other parts of your electronic medical record. The information is encrypted in transmission between the website and your computer. Additional clinic specific information is available through our website. Emails to staff should be through this portal, otherwise they are NOT secure.

**PROTECTING YOUR PRIVATE HEALTH INFORMATION AND RISKS**

This method of communication and viewing prevents unauthorized parties from being able to access or read messages while they are in transmission. However, keeping messages secure depends on two additional factors:

- The secure message must reach the correct e-mail address
- Only the correct individual, or someone authorized by that individual, must be able to get access to it

Only YOU can make sure these two factors are present. You need to make sure we have your correct e-mail address, and we are informed if it ever changes. Please also keep track of who has access to your e-mail account; so that only you, or someone you authorize, can see the messages you receive from us.

It is your responsibility to keep unauthorized individuals from learning your password. If you think someone has accessed your password, you should promptly go to the website and change it. If you experience problems, contact our IT department at 316-686-5300. We understand the importance of privacy in regard to your health care and will continue to strive to make all information as confidential as possible. We will never sell or give away any private information, including e-mail addresses, without your written consent.

**CONDITIONS OF PARTICIPATING IN THE PATIENT PORTAL**

Access to the secure web portal is an optional service, and we may suspend or terminate it at any time and for any reason. If we do suspend or terminate the service you will be notified as promptly as possible. By signing this document and agreeing to "Opt-In", you agree not to hold Heartland Cardiology or any of its staff liable for any reason.

\_\_\_\_\_ **Opt-In**                      \_\_\_\_\_ **Opt-Out**

\_\_\_\_\_  
 Signature

\_\_\_\_\_  
 Date