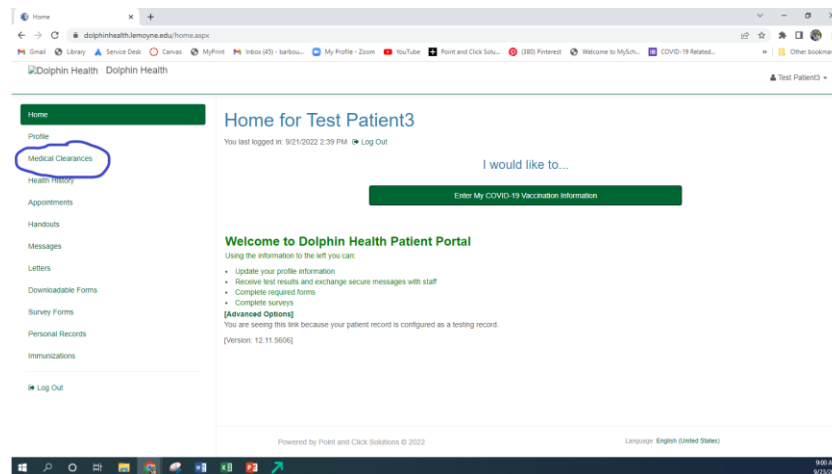


DOLPHIN HEALTH PATIENT PORTAL INSTRUCTIONS

Welcome to the Le Moyne Dolphin Health Patient Portal! Once logged in, feel free to explore your personal health portal, where you can securely enter your health information, check your upcoming health center appointments, and print needed immunization records! Below are some instructions on how to get started entering information into your personal health record.

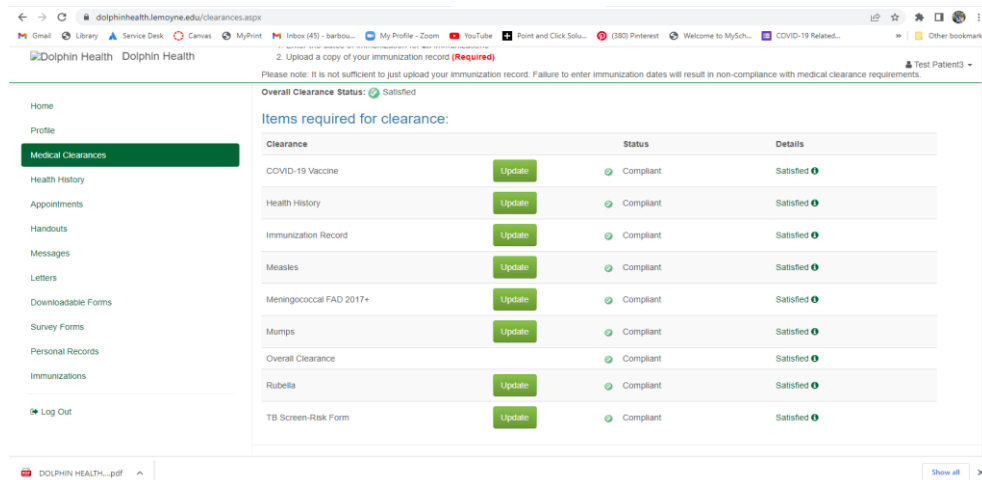
*This portal is new and still in the testing phase, so changes will periodically occur to optimize use.

1. Log into the Dolphin Health Patient Portal: <https://dolphinhealth.lemoyne.edu>
2. Enter your Le Moyne username and Password (If you have trouble with login, contact IT)
3. Enter your Date of Birth
4. You are now on the home page of your health record.
5. You can enter your Covid-19 information on this page, or go straight to Medical Clearances where all vaccines will need to be entered.



6.

7. The Medical Clearance tab will let you know what immunizations you need to enter and provide proof for. It will also tell you what is missing from your health record that will need to be completed.



8. The "downloadable forms" tab has the Meningitis waiver, request for religious or medical exemption, and Consent to treat a minor form (if it applies to you). Only fill them out as needed. If you need a copy of your immunizations, use the "Immunizations" tab and click print in the upper right corner.
9. After you have entered all of your immunizations in medical clearances, click on the "immunization record" button in medical clearances and upload proof of the immunizations that you have already entered. Uploading proof of immunizations is necessary as we need to verify what was entered by you. Proof can be obtained by your healthcare provider, parents, or previous school. You will also upload your physical exam and ANY other medical document that needs to be submitted to the portal. (When the portal gets updated, there will be separate sections to upload each document.)
10. Your health information will then be received by the health office, and verified. You will receive communication from the health office if you are missing vaccinations, or other important health items required to attend classes so please check the portal and your email often.

As always, if you are experiencing problems with the portal, or have questions please reach out to the health office at 315-445-4440 or email healthservices@lemoyne.edu.