
How to Enroll a New Patient

This guide explains how and why to enroll a new patient in Patient at Risk.

What is Patient at Risk?

Patient at Risk is a system designed to let you share important medical information with emergency medical professionals in case of a crisis. The medical data you make available on Patient at Risk will be accessible by ambulance/fire crews and hospital staff who may respond to an emergency, allowing them to arrive prepared for your unique situation.

Why Register for Patient at Risk?

- If someone in your household has a specialized medical situation or unique needs that could benefit from specific medical attention in case of an emergency, that information will be available immediately to EMS and Fire professionals who may respond to a 911 call.
- Having that information ahead of time allows the emergency responders to bring any medical devices or medications needed by your family, even if they aren't normally carried on the limited space of the ambulance.
- Emergency responders who are prepared for unique medical situations can address the health issues more quickly, without needing to spend as much time gathering medical history and risk factors.
- The medical data you register will be kept in a secure system.
 - The data you enter can be accessed by medical professionals at the facility you designate as the patient's preferred facility, ensuring that all care providers with that facility can find important information about the patient.
 - In cases of emergency, people can register through Patient at Risk to view the Emergency Information form for a patient that they would not normally have access to view. This gives an overview of details including the patient's contact information, emergency and health care provider contacts, diagnoses, allergies, medications and exam details.
 - This feature is intended for emergency personnel who may not normally have access to the patient profile, such as an EMT who does not normally work with the agency responding to your 911 call, to get these vital details for treatment. In order to view an EIF, the individual must register with Patient at Risk and search for the patient by name.

How Do I Register for Patient at Risk

1. In your Internet browser (e.g., Chrome, Internet Explorer, Firefox), go to the URL for Patient at Risk.
2. Click *Create a New Patient Account*.
3. Enter the details for the patient.

First Name and Last Name	The first and last name of the patient.
Email	The email address to be contacted with any questions or notifications about this patient account. For minors, we recommend the parent or guardian's email address be used.
User ID	The username that you want to use to log in to this account.
Password and Verify Password	The password that you want to use to log in to this account. The same password must be entered in both text boxes to guard against typos.

4. Click *Create a New Account*.
5. Read and accept the privacy statement.
6. Fill out your profile in as much detail as you are able and willing to do.

HINT: We recommend filling out at least:

- Your address (under *My Details > Addresses*)
- A list of emergency contacts/family members (under *My Details > Family*)
- Important medical information (under *Medical Information > Diagnoses, Medications and Allergies*)
- Any other details that would be important to emergency personnel

What Information Can I Provide?

My Details tab	
Demographics page	<ul style="list-style-type: none"> • Basic demographics such as your date of birth, gender, height and weight • Blood type and organ donor status • Your preferred facility for treatment

	<ul style="list-style-type: none"> Click <i>Edit</i> from the bottom of the page to update demographic details To preview the EIF that would be visible if someone registered to view this patient’s details in an emergency, click <i>Generate EIF</i>
Addresses page	<ul style="list-style-type: none"> All residential or business addresses that this patient may be located at Click <i>Add Address</i> to record a new address; you can do this multiple times to record multiple addresses
Family page	<ul style="list-style-type: none"> All family members to contact in case of an emergency, and their contact information For minors, be sure to record at least the parent/guardian details Click <i>Add Family Member</i> to record a new emergency contact; you can do this multiple times to record multiple family members
Account Settings page	<ul style="list-style-type: none"> Whether you should receive notification when someone accesses your account Whether emergency personnel should be able to access this account to view the information there Your username and password If needed, the ability to opt out and close your account down unless you decide to re-open it later To update account details, click the <i>Edit</i> button
Medical Information tab	
Diagnoses page	<ul style="list-style-type: none"> All diagnoses for this patient and associated comments To add a new diagnosis, click the <i>Add Diagnosis</i> button
Medications page	<ul style="list-style-type: none"> All medications this patient is currently taking, including details about dosage, route, frequency and the prescribing provider To add a new medication, click the <i>Add Medication</i> button
Allergies page	<ul style="list-style-type: none"> All allergies for this patient, including medication and other allergies, and the reaction the patient has To add a new allergy, click the <i>Add Allergy</i> button
Resources tab	

<p>Equipment page</p>	<ul style="list-style-type: none"> • All specialized equipment that this patient uses, including details about how it is powered and where it can be purchased from • To add a new piece of equipment, click the <i>Add Equipment</i> button
<p>Exams tab</p>	
<p>Physical Exams page</p>	<ul style="list-style-type: none"> • A list of physical exam and baseline findings for this patient • To add a new record of a physical exam, click <i>Add Physical</i>
<p>Vital Signs page</p>	<ul style="list-style-type: none"> • A list of vitals for this patient, including the date they were recorded • To add a new record of vital signs, click <i>Add Vital</i>
<p>Medical Staff tab</p>	
<p>Medical Staff page</p>	<ul style="list-style-type: none"> • A list of medical staff associated with this patient, including where they practice and their contact information • To add a new medical provider, click <i>Add Medical Staff</i>
<p>Procedures to Avoid page</p>	<ul style="list-style-type: none"> • A list of procedures which should not be performed on this patient and the reasons why • To add a new procedure to be avoided, click <i>Add Procedure</i>
<p>Comments page</p>	<ul style="list-style-type: none"> • Any comments related to this patient that do not fit elsewhere • To add a new comment, click <i>Add Comment</i>
<p>Common Problems page</p>	<ul style="list-style-type: none"> • Any common issues in the patient's history, as well as suggested studies and treatment considerations recommended by the provider • To add a new common problem, click <i>Add Problem</i>
<p>Documents tab</p>	
<p>Documents page</p>	<ul style="list-style-type: none"> • Any related files, such as a care plan or advanced directive • To upload a new document, click <i>Add Document</i>