# User Guide

# (Patient portal)



https://mnghacare.ngha.med.sa



https://mobilecare.ngha.med.sa



# **Table of Contents**

#### 1\Sign in 1-1 Sign in 1-2 User Sign in Verification 2 2\Reset Password 3 2-1 Password change 2-2 Password Reset 4 Verification 3\Open New File 3-1 Open New File 5 4\Home 4-1 MNGHA Care 6 Main Screen 4-2 Account Information 7 4-3 Picture change 8 5\Appointment 5-1 Appointment list 9 5-2 Appointment request 10 5-3 Cancel Appointment 11 6 \ Visit History 6-1 Visit Type 12 6-2 List Duration 13 14 6-3 Details

1

| 7\Test Result                                                                                                                                                                                              |                |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|
| 7-1 Laboratory                                                                                                                                                                                             | 15             |
| 7-2 Radiology                                                                                                                                                                                              | 16             |
| 7-3 Special Clinic                                                                                                                                                                                         | 17             |
| 7-4 Pathology                                                                                                                                                                                              | 18             |
| 8\Prescriptions                                                                                                                                                                                            |                |
| 8-1 Visit type                                                                                                                                                                                             | 19             |
| 8-2 List                                                                                                                                                                                                   | 20             |
| 8-3 Alarm                                                                                                                                                                                                  | 21             |
| 9\Group management                                                                                                                                                                                         |                |
| 9-1 Group management                                                                                                                                                                                       | 22             |
| 9-2 Dependents List                                                                                                                                                                                        | 23             |
| 9-3 Grant Access                                                                                                                                                                                           | 24             |
| 9 4 Add Now Accord                                                                                                                                                                                         | 25             |
| 7-4 Add New Access                                                                                                                                                                                         |                |
| 9-5 Edit Current Access                                                                                                                                                                                    | 26             |
| <ul> <li>9-4 Add New Access</li> <li>9-5 Edit Current Access</li> <li>9-6 Dependents List -Future</li> <li>Vaccination Reminders</li> </ul>                                                                | 26<br>27       |
| <ul> <li>9-4 Add New Access</li> <li>9-5 Edit Current Access</li> <li>9-6 Dependents List - Future</li> <li>Vaccination Reminders</li> <li>10\Treatment Eligibility</li> </ul>                             | 26<br>27       |
| <ul> <li>9-4 Add New Access</li> <li>9-5 Edit Current Access</li> <li>9-6 Dependents List - Future Vaccination Reminders</li> <li>10\Treatment Eligibility</li> <li>10-1 Eligibility types list</li> </ul> | 26<br>27<br>28 |

#### 11 \ Vaccination 11-1 Vaccination 12\EMR 12-1 EMR 13\Medical Rep 13-1 Medical Repo 13-2 Completed Re 13-3 Request Med Report 13-4 Requests Statu 14\Messages 14-1 Messages 14-2 Notification 14-3 Suggestions Complains 14-4 Outbox 14-5 Inbox 15\Education 15-1 Education 16\My Health 16-1 Exercise

16-2 Exercise – Inse

|        | 30    |
|--------|-------|
|        |       |
|        | 31    |
| orts   |       |
| ort    | 32    |
| eport  | 33    |
| ical   | 34-35 |
| IS     | 36    |
|        |       |
|        | 37    |
|        | 38    |
| and    | 39    |
|        | 40    |
|        | 41    |
|        |       |
|        | 42    |
|        |       |
|        | 43    |
| erting | 44    |

| 16-3 Weight – Search               | 45 |
|------------------------------------|----|
| 16-4 Weight – Inserting            | 46 |
| 16-5 Blood Pressure – Search       | 47 |
| 16-6 Blood Pressure<br>– Inserting | 48 |
| 16-7 Blood Sugar – Search          | 49 |
| 16-7 Blood Sugar – Inserting       | 50 |
| 17\Self-Assessment                 |    |
| 17-1 Pain control                  | 51 |
| 17-2 Performance Status            | 52 |
| 17-3 Quality of Life               | 53 |

# 1\Sign in



# 1-1 Sign in

#### Sign in screen will appear when the MNGHA Care is launched.

| 1 | > Insert MRN and PASSWORD and select your Area              |
|---|-------------------------------------------------------------|
|   | (in case of first login, insen sabar / iqama ib as y        |
| 2 | From the Menu 2 you can change the screen la                |
| 3 | > Click the [Login] button <b>3</b> , to access the applica |
| 4 | > Click [Open New File] button <b>4</b> to open a new m     |
| 5 | > Click the [Forget Password] button <b>5</b> to change     |

#### > Note:

- In case of an available new update, the user shall be notified through a pop-up message indicating a newer version. It's highly recommended to install all updates before using the Application.

- For the desktop version, it is advised to use Google Chrome browser.

#### **User Guide**

a on **1**.

- our password)
- anguage to Arabic, access the Help and About Us.

ation.

- nedical file [will be explain below].
- / reset the password.

# $1 \setminus \text{Sign in}$



# **1-2 User Sign-in Verification**

To confirm your identity after the sign in, a verification code will be sent to the patient's registered mobile number in the Hospital Information System.

|   | 1 | > A timer for inserting the verification code will be s                                  |
|---|---|------------------------------------------------------------------------------------------|
|   | 2 | > Insert the verification code on <b>2</b> , click the [Confir                           |
| l | 3 | In case the given verification code doesn't work clicking button [Request Code Again] 3. |
|   | 4 | > To cancel the Log in, the user can go back to the                                      |
|   | 5 | > To change the screen language to Arabic, Click                                         |
|   | 6 | > If you need any help click <b>6</b> [help] button to find                              |
|   |   |                                                                                          |

#### > Note:

If you don't receive a text message with the verification code, make sure to add your mobile number in the Registration office in patients Services Administration.

### **User Guide**

shown on 1, (total time is 5 minutes).

rm] button and proceed with the signing in.

, the user can request a new verification code by

e previous page by clicking button [Cancel] 4. 5.

# 2\Reset Password



# **2-1 Password change**

Users can change their password after the initial Log-in with the Saudi / Iqama ID

> Click button 1, to move to the previous page > Click button **2**, to Logout or be redirected back to Home. > In the new password field **3**, enter a new password. 3 > In the new confirmation field , enter the same new password to confirm. > Click the [OK] button **5** to submit, Click the [cancel] button **6** to cancel. 5-6





# 2\Reset Password



# 2-2 Password Reset Verification

A screen for verifying password change.

please refer to 1-2 on 1



# **3-1 Open New File**

the user can request to open a New Medical File. This service is currently available for SANG Staff members and Business Center patients in the Central region.



- From the sign In page, you can find the Open New File ٠ Feature.
- > To open a new file, you will start by entering the Saudi/Iqama ID, Mobile number and your area then select [Business center, SANG Staff Member or other] on 1.
- 2 Click Next to receive the verification code to your mobile number if you don't have a record.



> Please refer to **1.2** on **1**.

#### **User Guide**

| PATIENT REGISTRATION FC     |  |
|-----------------------------|--|
| Personal Information        |  |
| 1. Saudi ID/Iqama No.*      |  |
|                             |  |
| 2. ID Expiry Date*          |  |
| 3. Full Name *              |  |
| 4. Date Of Birth*           |  |
| DD/MM/YYYY                  |  |
| 5. Gender*                  |  |
| Male Female                 |  |
| 6. Nationality*             |  |
| Saudi Non Saudi             |  |
| 7. Marital Status           |  |
| Single                      |  |
| Married     Divorced        |  |
| <ul> <li>Widowed</li> </ul> |  |
|                             |  |
|                             |  |
|                             |  |

- After the verification code is entered **3**, Fill all required fields in the Registration Form and upload your documents.
- > At the end, click the [Next] button to direct your request to Patient Service.
- Once Patient Service reviews your request, you will receive a feedback through your email.

# 4\Home



# **4-1 MNGHA Care Main Screen**

This is the main page after signing in to the MNGHA Care.

> 1 Shows the user's name, age, gender and patient number. Click the [Account Information] button **2** for the user's account information such as Name, Area, Gender, Age (Birthday), Phone number, and Email that can be edited and the password can be changed. > Click button **3** to change the profile photo. 3 > To change the screen language to Arabic, Click 4. 4 > Click button 5 to Logout or to go to the User Guide. > The Menu area of all the services provided on 6.

#### > Note:

MNGHA Care will automatically log you out after 5 minutes of inactivity.





# 4\Home

|                     | ACCOUNT INFORMATION 2 =                                      |
|---------------------|--------------------------------------------------------------|
| 0                   | Name                                                         |
|                     | EP,TEST BEST CARE                                            |
| $\bigcirc$          | Area<br>Central                                              |
| $\bigcup_{\pm}^{n}$ | Gender<br>Female                                             |
|                     | Age (Birthdate)<br>26 (31/01/1991)                           |
| -                   | Phone<br>055-757-5604                                        |
|                     | Change Password                                              |
|                     |                                                              |
|                     |                                                              |
|                     |                                                              |
|                     | © Copyright 2017 Ministry of National Guard – Health Affairs |

# **4-2 Account Information**

This page shows the user's account information.

- Click button 1, to move to the previous page.
- Click button **2**, to Logout, go to the User or Move to the Home screen. >
- Click button **3** to change the profile photo.
- 4,5 Phone number, and Email that can be Added or Edited by clicking the [Add/Edit] button 5.
  - Click the [Change password] button 6, to change your password using the Password change page.

### **User Guide**

4 Presents the user's account information such as Name, Password, Area, Gender, Age (Birthday),



# **4-3 Picture change**

• Chang your profile picture through selecting a picture from the user's mobile.





# 5\Appointment



# **5-1 Appointment list**

This page shows the list of future appointments, in addition to the radiology appointments with the pre-instructions for a limited number of tests and check-ups.

- Click button 1, to move to the previous page.
- Click button 2, to Logout, go to the User Guide or Move to the Home screen.
- In 3, select the start and end dates to search for appointments during that period. Click the [Request for Appointment] button 4, to request for an appointment, currently available for only (Primary health care centers and Business Center in central region)
- this application will be shown by using the > button to be displayed in details or folded.
- 6,7 > Click the [Modify] button 6, or [Cancel] 7 to Update (modify or cancel) any appointment requests that are under review or pending approval.

### **User Guide**

In 5, a list of future appointments, in addition to the radiology appointments (for all regions) with the pre-instructions for a limited number of tests, check-ups and requested appointments through

# **5-2 Appointment request**

This Page shows how to request an appointment. This service is currently available for only (Primary health care centers and Business Center in central region)

| <[]                                           |                                             | APP       | OINTM                        | IENT        | 2                         |           |
|-----------------------------------------------|---------------------------------------------|-----------|------------------------------|-------------|---------------------------|-----------|
|                                               | Ap                                          | point     | ment                         | Requ        | est                       |           |
| Facilities<br>medical<br>Clinics w<br>medical | s will be sh<br>file<br>vill be sho<br>file | nown base | d on the re,<br>on the regis | gistered in | formation<br>bility in yo | ) în your |
|                                               |                                             |           | equesting                    | New appoint |                           |           |
| Facility                                      |                                             |           | 9                            | SELECT      |                           | $\sim$    |
| Clinic                                        |                                             |           |                              |             |                           | $\sim$    |
| Physicia                                      | an                                          |           |                              |             |                           | $\sim$    |
| Time                                          | r                                           | norning   |                              |             |                           | $\sim$    |
| <                                             |                                             | Nov       | rember 2                     | 017         |                           |           |
| Sun                                           | Mon                                         | Tue       | Wed                          | Thu         | Fri                       | Sat       |
| 28                                            | 29                                          | 30        | 1                            | 2           | 3                         | 4         |
| 5                                             | 6                                           | 7         | 8                            | 9           | 10                        | 11        |
| 12                                            | 13                                          | 14        | 15                           | 16          | 17                        | 18        |
| 19                                            | 20                                          | 21        | 22                           | 23          | 24                        | 25        |
| 26                                            | 27                                          | 28        | 29                           | 30          | 1                         | 2         |
| 3                                             | 4                                           | 5         | 6                            | 7           | 8                         | 9         |
|                                               | Subm                                        | it        | T                            | R           | eturn                     |           |

- Click button 1, to move to the previous page.
- Click button 2, to Logout, go to the User Guide or Move to the Home screen.
- Click area 3, to select the facility.
- Click area 4, to select the clinic.
- - Click area 5, to select a physician.
  - Click area 6, to select the preferred time (if morning or afternoon).
    - Select preferred date.
      - Note: For Primary health care in Central Region, the schedule date is available as following: 1- two working days except Thursday. it will be open for one day only. 2- Request appointment service is available only from 8 am to 3 pm during the working days.
    - Click button 8, to submit an appointment request, the response will be received as Notification in Messages.
    - Click button 9, to go back to the appointments list page.

### **User Guide**

|                                                                                                                                                              | Ap  | point   | ment        | Requ       | est                       |               |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|---------|-------------|------------|---------------------------|---------------|
| Facilities will be shown based on the registered information<br>medical file<br>Clinics will be shown based on the registered eligibility in<br>medical file |     |         |             |            | formation<br>bility in ye | în you<br>Aur |
|                                                                                                                                                              |     |         | equesting r | new appoir | itment is t               |               |
| Facility                                                                                                                                                     |     |         | 9           | SELECT     |                           | $\sim$        |
| Clinic                                                                                                                                                       |     |         |             |            |                           | $\sim$        |
| Physicia                                                                                                                                                     | an  |         |             |            |                           | $\sim$        |
| Time                                                                                                                                                         | 1   | morning |             |            |                           | $\sim$        |
| :                                                                                                                                                            |     | Nov     | ember 2     | 017        |                           |               |
| Sun                                                                                                                                                          | Mon | Tue     | Wed         | Thu        | Fri                       | Sa            |
| 28                                                                                                                                                           | 29  | 30      | 1           | 2          | 3                         | 4             |
| 5                                                                                                                                                            | 6   | 7       | 8           | 9          | 10                        | 1             |
| 12                                                                                                                                                           | 13  | 14      | 15          | 16         | 17                        | 18            |
| 19                                                                                                                                                           | 20  | 21      | 22          | 23         | 24                        | 25            |
| 26                                                                                                                                                           | 27  | 28      | 29          | 30         | 1                         | 2             |
| 20                                                                                                                                                           | 21  | 20      | 23          | 50         | 1                         | 2             |
| 3                                                                                                                                                            | 4   | 5       | 6           | 7          | 8                         | 9             |

# **5-3 Cancel Appointment**

In this feature you can cancel your booked appointment that requested through this application. Currently, it is available in Central region.



 From Appointment list select the appointment, click > to display the appointment in details.

Click button 1 to Cancel the appointment.



- From **2** you can write your cancelation reason.
- Click 3 to submit or click 4 to close.
- After submit, confirmation message will be appear as 5, click OK to confirm or cancel for cancelation.

#### **User Guide**

6



- Your cancelation request will be pending as 6.
- The response will be received as Notification in notification page and SMS.

# 6 \ Visit History



# 6-1 Visit Type

#### To select a Visit type.

- Click button 1, to move to the previous page. >
  - Click button 2, to Logout, go to the User Guide or Move to the Home screen. >
  - From **3** the user can search the visits history as per visit type [Outpatient], [Inpatient], > [Emergency], or [all] by selecting a filter option.



# 6 \ Visit History



# **6-2 List Duration**

This page displays the visit history depending on visit type.

Click button 1, to move to the previous page. Click button **2**, to Logout, go to the User Guide or Move to the Home screen > Using button **3**, the user can search the visit history for the last [3Months], [6 Months], or last [Year]. Click 4, to see the visits history for specific period. 5,6 5 shows the list of visits, and using [Details] button 6 directs you to the details page. >





# 6 \ Visit History

# 6-3 Details

| Outpatier<br>02/08/2017-10/11 | nt<br>/1438 |
|-------------------------------|-------------|
| Hospital Information          | ~           |
| Diagnosis                     | >           |
| Medical Report                | ~           |
| Request Medical R             | eport       |
| Laboratory                    |             |
| Radiology                     |             |
| Special Clinic                |             |
|                               |             |

© Copyright 2017 Ministry of National Guard – Health Affairs

### Displays basic treatment information for a selected visit.

- > 1 To display the selected visit date and type.
- 2 Displays the basic treatment information such as Hospital information , Diagnosis, Prescription, Laboratory results, Radiology, Special Clinics, Medical reports and Pathology, you can use the > to display each one in details or folded.
- Click **3** to print or request a Medical report.





# 7\Test Result



# 7-1 Laboratory

Displays the Laboratory test results.

- Click button 1, to move to the previous page.
- Click button 2, to Logout, go to the User Guide or Move to the Home screen.
- [Laboratory] result.
- Click 5, to see the test results for specific period.
- 6 shows the test result, and using the > button, displays the test results in details or folded.

### **User Guide**

By using the menu bar **3**, users can search for all the four kinds of results. The image above shows the

Using button 4, the user can search the test results for the last [3Months], [6 Months], or last [Year].



# 7\Test Resultss



# 7-2 Radiology

Displays Radiology results and images for central region.

| 1 | > | Click button <b>1</b> , to move to the previous page.                                       |
|---|---|---------------------------------------------------------------------------------------------|
| 2 | > | Click button <b>2</b> , to Logout, go to the User Guide or                                  |
| 3 | > | By using the menu bar <b>3</b> , users can search for all t [Radiology].                    |
| 4 | > | Using button <b>4</b> , the user can search the visit history                               |
| 5 | > | Click 5, to see the information for specific period.                                        |
| 6 | > | <b>6</b> shows the test results, and using the > button, th displayed in details or folded. |
| 7 | > | Click the [Radiology image] button 7 to view the                                            |
|   |   |                                                                                             |

#### **User Guide**

Move to the Home screen.

the four kinds of results , here we will describe

y for the last [3Months], [6 Months], or last [Year].

ne test result of Radiology can be

Radiology image for central region only.

# 7\Test Results



# **7-3 Special Clinic**

Displays the test results of Special Clinics (other exams).



#### **User Guide**

Using button 4, the user can search the visit history for the last [3 Months], [6 Months], or last [Year].

# 7\Test Results



# 7-4 Pathology

This page displays the test results of Pathology.



© Copyright 2017 Ministry of National Guard – Health Affairs

### **User Guide**

By using the menu bar **3**, users can search for all the four kinds of results, here we describe [Pathology].

Using button 4, the user can search the visit history for the last [3Months], [6 Months], or last [Year].

# 8\Prescriptions



# 8-1 Visit type

Displays the prescription as per the visit type to search for the Prescriptions separately per [Outpatient], [Inpatient], [Emergency].

- Click button 1, to move to the previous page.
- Click button **2**, to Logout, go to the User Guide or Move to the Home screen. >
- From **3**, the user can select visit type to search for the Prescriptions separately per > [Outpatient], [Inpatient], [Emergency].

#### **User Guide**

# 8\Prescriptions



### 8-2 List

#### This page displays the prescription information for a selected visit type or for all.

- Click button 1, to move to the previous page.
- Click button **2**, to Logout, go to the User Guide or Move to the Home screen
- Using button 3, the user can search the Prescription history for the last [3Months], [6 Months], or last [Year].
- Click 4, to see the information for that specific period.
- 5 shows the list of Prescriptions, and using > button, the list can be displayed in details or folded.
- Click the [Medication Refill] button 6, to request medication refill, the requested information is transferred to the Hospital Information System (HIS). The approval or refusal of refill, is then
- be displayed only for the Outpatient Prescriptions and when it's necessary to take a specific medicine every day within a specific period of time.

### **User Guide**

transferred via SMS from HIS, and it also can be found in the Notifications page of **MNGHA Care**.

Click the [Medication Alarm] button 7, to move to the medication alarm page, alarm button can



# 8\Prescriptions



# 8-3 Alarm

Displays a Medication alarm, start date, end date, and the dosage time can be set.

1 This field is to insert the basic information for the medication alarm. Start date, end date, and dosage time can be set. When accessing the page, the basic date and time is automatically set and the patient can change accordingly. Click the [OK] button 2, to save the alarm information. Click the [Cancel] button **3**, to cancel the alarm.

### **User Guide**

# 9\Group management

![](_page_24_Picture_2.jpeg)

# 9-1 Group management

In this feature you can view and manage your dependents list who are registered under your mobile number or Grant Access for your relatives who share the same Family ID.

- Click button 1, to move to the previous page.
- Click button **2**, to Logout, go to the User Guide or Move to the Home screen or add a comment. >
- From **3** Select Grant Access or Dependents list. >

![](_page_24_Picture_8.jpeg)

![](_page_24_Picture_12.jpeg)

# 9\Group management

![](_page_25_Picture_2.jpeg)

© Copyright 2017 Ministry of National Guard – Health Affai

# 9-2 Dependents List

This page displays the list of family members who are registered under the user's mobile number.

Click button 1, to move to the previous page. **3** shows the list of family members. If a child is registered under your mobile number, and who share the same family ID the button [Select] 4 will appear, and the user can use all the functions of patient portal for the selected child. From 5, you can activate the future vaccines reminder feature for your dependents who are 5 less than 6 years old. Click button 6, to go back to your account.

![](_page_25_Picture_6.jpeg)

### **User Guide**

![](_page_25_Picture_12.jpeg)

# 9\Group management

|   | < 1    | GRANT ACCESS                            | 2 ≡               |
|---|--------|-----------------------------------------|-------------------|
|   | Gra    | Org<br>Des<br>nting Access to your Rela | atives            |
| 3 | Khaled |                                         | Grant<br>Access   |
|   | Arwa   |                                         | 4 Grant<br>Access |
|   | Saleh  |                                         | 5 Edit            |
|   | Nada   |                                         | Grant<br>Access   |

# 9-3 Grant Access

Displays a list of dependents who share the same Family ID with your profile to determine who will be granted access privilege.

- > Click button  $\mathbf{1}$ , to move to the previous page.
- > Click button **2**, to Logout, go to the User Guide or Move to the Home screen or add a comment.
- > 3 shows the list of family members to select or edit the access privilege.
- > Click the [Grant Access] button 4 to grant an access privilege
- Select the [Edit] button 5, to edit the access privilege >

© Copyright 2017 Ministry of National Guard - Health Affa

![](_page_26_Picture_11.jpeg)

![](_page_26_Picture_18.jpeg)

# 9\Group management

# 9-4 Add New Access

2

| <                | GRANT ACCESS                    |                  | $\equiv$ |
|------------------|---------------------------------|------------------|----------|
|                  | ر<br>ب<br>Add New Relation      |                  |          |
| 1 # 1011         | ate                             |                  | 2        |
| 3 Permanent acce | 255                             |                  |          |
| 4<br>Save        |                                 | Cancel           | 5        |
| © Copyright      | 2017 Ministry of National Guard | - Health Affairs |          |

#### To grant a new access privilege.

After chose Grant access from section (9.3 Group management – Grant Access).

- > 1 Displays MRN for who will be granted an access privilege.
- > Using **2** to decide the expiration date for this access privilege.
- > Check **3** for permanent access privileges.
- > Click the [Save] button 4 to save and activate this access privilege.
- > Click the [Cancel] button 5 to cancel privilege.

![](_page_27_Picture_11.jpeg)

![](_page_27_Picture_16.jpeg)

# 9\Group management

# **9-5 Edit Current Access**

| _                            |                                            |     |
|------------------------------|--------------------------------------------|-----|
| GRANT.                       | ACCESS                                     | Ξ   |
| Edit Curre                   | ි<br>ච<br>nt Relation                      |     |
| # 7777777                    |                                            | 0   |
| Expiration Date              |                                            |     |
| Permanent access             |                                            |     |
|                              |                                            |     |
|                              |                                            |     |
|                              |                                            |     |
| Save Changes                 | Revoke                                     |     |
| 4                            |                                            | 5   |
|                              |                                            |     |
| © Copyright 2017 Ministry of | <sup>r</sup> National Guard – Health Affai | irs |
|                              |                                            |     |

#### To edit the current access privilege.

After choosing the Edit from section (9.3 Group management – Grant Access)

- > 1 Displays MRN for who will be granted an access privilege.
- > Using **2** to decide the expiration date for this access privilege.
- > Check **3** for permanent access privileges.
- > Click button **4** to save any changes.

2

> Click button **5** to revoke this access privilege.

![](_page_28_Picture_11.jpeg)

![](_page_28_Picture_15.jpeg)

![](_page_28_Picture_16.jpeg)

### 9\Group management

![](_page_29_Picture_2.jpeg)

To remind the family leader of the time of MNG-HA vaccinations schedule for all dependents who are less than 6 years old.

![](_page_29_Picture_4.jpeg)

Once you put a check mark ( $\sqrt{}$ ) on "Future Vaccination Reminder", you will receive notifications of future vaccinations for all your dependents in the notification page.

![](_page_29_Picture_6.jpeg)

![](_page_29_Picture_10.jpeg)

![](_page_29_Picture_12.jpeg)

# **10\Treatment Eligibility**

# **10-1 Eligibility types list**

|                                    |                           | 2 =   |
|------------------------------------|---------------------------|-------|
| Eligibility Type                   | Period                    | Valid |
| Ineligible - Liable for<br>Payment | 02/07/2014-<br>24/09/2016 | N     |
| MNG-Saudi Dependent                | 27/07/2014-<br>03/09/2016 | N     |
| MNG-Saudi Dependent                | 29/03/2015-<br>31/03/2016 | Ν     |
| ER Patient - Saudi                 | 20/04/2015-<br>27/04/2015 | N     |
| Ineligible - Liable for<br>Payment | 24/04/2015-<br>06/04/2017 | N     |
| MNG-HA Employee                    | 05/09/2017-<br>11/10/2017 | N     |
| MNG-Saudi National                 | 08/10/2017-<br>09/10/2017 | N     |

© Copyright 2017 Ministry of National Guard – Health Affairs

Display the eligibility type list with the time period and the valid statues.

- > Click button 1, to move to the previous page.
- > Click button **2**, to Logout, go to the User Guide or Move to the Home screen or add a comment.
- > 3 Displays the eligibility type list with the time period and the valid statues.
- > Click button 4 to send a request to update your eligibility. This function will be active if you have an expired eligibility status or the treatment validity date is less than 3 months. Your request will be sent to patient service for verification and review. (For more details, see section 10.2).
- Click button **5** to check the Medical Eligibility Status Inquiry for a patient that already has an eligibility request as link to MNG-HA website: http://ngha.med.sa/English/EServices/Pages/medalg.aspx

![](_page_30_Picture_11.jpeg)

![](_page_30_Picture_19.jpeg)

# **10\Treatment Eligibility**

| <   | TREATMENT ELIGIBILITY                                        | Ξ     |
|-----|--------------------------------------------------------------|-------|
|     | ×.                                                           |       |
| Eli | Please Enter your Mobile Number                              | Valid |
| Fu  | Mobile Number ex:05xxxxxxxx                                  | N     |
| 2   | 1 Draws housing                                              | Ν     |
| ERI |                                                              | Ν     |
| MNG | 2. Saudi ID/Iqama                                            | Ν     |
| MNG | 3. Badge / Military Card                                     | N     |
|     | 4. Employment Certificate                                    | -     |
|     |                                                              |       |
|     | Submit Close                                                 |       |
|     | 3                                                            |       |
|     |                                                              |       |
|     |                                                              |       |
|     |                                                              |       |
|     |                                                              |       |
|     |                                                              |       |
|     | © Copyright 2017 Ministry of National Guard – Health Affairs | •     |

# **10-2 Update Medical Profile**

This service is to send a request to patient service to update the eligibility information. This service will be active if you have an expired eligibility status or your validity date is less than 3 months. Currently, it is available for business Center and SANG Staff members in **Central Region**.

- > After choosing the Update your Medical Profile from the previous screen, Treatment Eligibility, you have to fill out the email field if it's not previously filled in the account information screen.
- > Then, you have to fill out and upload all required information and documents.
- Once you submit your request, and the request has been reviewed by patient service, you will receive a feedback through your email.

![](_page_31_Picture_8.jpeg)

![](_page_31_Picture_14.jpeg)

# 11 \ Vaccination

**2**≡ VACCINATION Not shot 4 Shot 1st 2nd 3rd BCG DTaP DTap+Hib Flu(Inactivated) Hepatitis A Hepatitis B Hexa Typhoid © Copyright 2017 Ministry of National Guard – Health Affa

#### Displays the information of Vaccinations.

Click button 1, to move to the previous page. > 2 > Click button **2**, to Logout, go to the User Guide or Move to the Home screen or add a comment. > From **3**, users can search the vaccinations information. 3 > 4 shows if the vaccine has been taken or not.

![](_page_32_Picture_6.jpeg)

![](_page_32_Picture_9.jpeg)

# **12\EMR**

# **12-1 EMR**

3

| <                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | EMR                                                                     |                        |   |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------|------------------------|---|
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | ~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~                                  |                        |   |
| Electronic Madical Report                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                         |                        |   |
| # Medical Record Number                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                         |                        |   |
| Blood Ty     O+     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O     O | ре                                                                      |                        |   |
| Allergy Ir                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | nformation                                                              |                        |   |
| Category                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Allergy                                                                 | Date                   |   |
| Food                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Avocado                                                                 | 14/09/2017             |   |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                         |                        |   |
| ☐ Height<br>120 ₩eight<br>75kg                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                         | (                      | 3 |
| Height     120     KG Weight     75kg     B                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | ody Mass Index                                                          |                        | 3 |
| Height<br>120 Weight<br>75kg B                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | ody Mass Index<br>52<br>Massive Obestity                                |                        |   |
| Height<br>120 Weight<br>75kg B                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | ody Mass Index<br>52<br>Massive Obestity<br>2017 Ministry of National O | Guard – Health Affairs |   |
| Height<br>120<br>Weight<br>75kg<br>B<br>Copyright                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | ody Mass Index<br>52<br>Massive Obestity<br>2017 Ministry of National O | suard – Health Affairs |   |

#### Displays the basic health information in the Electronic Medical Record.

- > 1 Shows the user's basic information such as patient number, and blood type.
- details: Name , category and date.
- > 3 Shows the user's basic health information such as height and weight that has been documented in HIS and Body Mass Index .

![](_page_33_Picture_8.jpeg)

> 2 Displays all allergy information that has been documented in HIS which contain all related allergies

![](_page_33_Picture_12.jpeg)

# 13\ Medical Reports

| < 1      | MEDICAL REPORT                           | 2 Ξ           |
|----------|------------------------------------------|---------------|
|          |                                          |               |
|          | 3<br>Completed Reports                   |               |
|          | 5<br>Requests Status                     |               |
|          |                                          |               |
| 4        | Request Medical Report                   |               |
| © Copyri | ght 2017 Ministry of National Guard – He | ealth Affairs |

# **13-1 Medical Report**

This page is to request and print a Medical Report. Request a medical report is currently available for Prince Bader Residential City Clinics only.

- Click button 1, to move to the previous page. > Click button **2**, to move to Logout or go the Home Page. > Click **3** to Print your completed reports. 3 > Click **4** to Request for a new medical report.
  - > Click **5** to check you requested reports status.

![](_page_34_Picture_7.jpeg)

### **User Guide**

![](_page_34_Picture_11.jpeg)

# 13\ Medical Reports

| <                     | <b>1</b> REQUESTS STATUS <b>2</b> $\equiv$                                                                                     |
|-----------------------|--------------------------------------------------------------------------------------------------------------------------------|
| 2                     | List Duration                                                                                                                  |
|                       | 3 Month 6 Month 1 Year                                                                                                         |
|                       | From 19/05/2017 📅 To 19/11/2017 📅 Q 4                                                                                          |
| F                     | Rejected Requests                                                                                                              |
| \<br>2<br>F<br>F<br>2 | <b>Visit Date:</b><br>7/05/2015<br><b>Requested Report:</b><br>Pre-Marriage Certificate<br><b>Requested Date:</b><br>7/07/2017 |
| ι                     | Jnder Processing Requests                                                                                                      |
| F                     | Pending Request 6 >                                                                                                            |

# **13-2 Completed Report**

Displays all completed reports that are ready to print. The type of reports that will be available in the portal are: (Sick Leaves - Permission of Burial - Patient Sitter - Maternity Leave -Guardianship Medical Report).

- > Click button 1, to move to the previous page.
- > Click button **2**, to Logout, go to the User Guide or Move to the Home screen or add a comment.
- > Click 4, to see the information for that specific period.
- > From **5** you can find all the Rejected Requests by the Hospital information system, all under processing Requests that accepted but not completed and Pending Requests that still without any response from Health Information Management.
- > You can cancel your pending requests, the Cancel feature will appear when you display Pending Requests.
- Click button 7 to display each request in details or folded.

### **User Guide**

> Using button **3**, the user can search the Medical reports for the last [3 Months], [6 Months], or last [Year].

![](_page_35_Picture_20.jpeg)

# 13\ Medical Reports

# **13-3 Request Medical Report**

This feature is to request a new medical report (Brief Medical Report, Pre-Marriage Certificate or a **Death Notice)**, Currently for Prince Bader Residential City Clinics only.

![](_page_36_Figure_4.jpeg)

![](_page_36_Picture_5.jpeg)

### **User Guide**

# 13\ Medical Reports

# **13-3 Request Medical Report**

This feature to request new medical report (Brief Medical Report, Per Marriage Certificate or Death Notice), **Currently for Prince Bader Residential City Clinics.** 

![](_page_37_Figure_4.jpeg)

### **User Guide**

![](_page_37_Picture_9.jpeg)

# 13\ Medical Reports

![](_page_38_Picture_2.jpeg)

# **13-4 Requests Status**

Shows the status of the requested medical reports that have been submitted through this application.

| 1 | > Click button <b>1</b> , to move to the previous page.                                                   |
|---|-----------------------------------------------------------------------------------------------------------|
| 2 | > Click button <b>2</b> , to Logout, go to the User Guide or                                              |
| 3 | > Using button <b>3</b> , the user can search the medical r                                               |
| 4 | > Click <b>4</b> , to see information for that specific period.                                           |
| 5 | 5 to view all the Pending Requests that are still wit<br>in-process requests that are accepted by patient |
| 6 | > 6 for report request details.                                                                           |

7 to cancel a Pending Request.

>

![](_page_38_Picture_6.jpeg)

### **User Guide**

r Move to the Home screen or add a comment.

report for the last [3Months], [6 Months], or last [Year].

thout any response form patient service or service.

![](_page_38_Picture_12.jpeg)

# 14\ Messages

![](_page_39_Picture_2.jpeg)

# 14-1 Messages

This Page is to view all the sent and received messages or notifications, and to add suggestions & Complaints.

- Click button 1, to move to the previous page.
- > Click button **2**, to Logout or Move to Home page.
- > Click the [Suggestion & Complaint] button **3**, to add suggestion & Complaint
- > Click the [Outbox] button 4, to see all your outbox messages that have been created through the suggestions & Complaints in 3.
- > The [Inbox] in button 5, In case there are messages received other than a Medication Refill or an Appointment Request, the number will show as an indicator. Once you click it, it will take you to the Inbox page.
- > The [Notification] button 6, In case there are Notifications such as a Medication Refill or an Appointment Request the number will show as an indicator. Once you click it, it will take you to Notification Page.

![](_page_39_Picture_11.jpeg)

# 14\ Messages

#### **MNGHA** Care

|                                                                  | ON <b>2</b> ≡          |
|------------------------------------------------------------------|------------------------|
|                                                                  |                        |
| Appointment<br>01/11/2017                                        | 4                      |
| Appointment you reque<br>17/07/2017 to 18/07/2<br>been approved. | ested from<br>2017 has |
| For more details visit <mark>A</mark><br>page                    | ppointment<br>Delete   |
| Medication refill                                                | >                      |
| Medication refill                                                | >                      |

# 14-2 Notification

Notification for appointment requests, medication refill requests, treatment eligibility and future vaccination reminders.

- >
  - Click button 1, to move to the previous page.
  - > Click button **2**, to Logout or Move to Home page.
  - > From **3**, shows the list of notifications for appointment requests, medication refill requests, treatment eligibility and future vaccination reminders.
  - > Click 4, Notification Text will display.

![](_page_40_Picture_10.jpeg)

![](_page_40_Picture_14.jpeg)

# 14\ Messages

|                                                                                                                                                                                         | PLAINTS 2                                                                                                  |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------|
|                                                                                                                                                                                         |                                                                                                            |
| Dear User, The Ministry of National Guard<br>to provide the best medical services and it i<br>from you any valuable feedback as a compla<br>a suggestion which contributes in the devel | - Health Affairs commit<br>sour pleasure to receive<br>aint, observation and/or<br>opment of our services. |
| We appreciate your cooperation and wish y<br>safety.                                                                                                                                    | ou good health and                                                                                         |
| Suggestion                                                                                                                                                                              | $\sim$                                                                                                     |
| Please select from below list                                                                                                                                                           | $\sim$                                                                                                     |
| g@gmail.com                                                                                                                                                                             |                                                                                                            |
| Upload file                                                                                                                                                                             | 7 🖸                                                                                                        |
|                                                                                                                                                                                         | 0                                                                                                          |

# 14-3 Suggestions and complains

This page to add suggestions & Complaints.

- Click button 1, to move to the previous page. >
- > Click button **2**, to Logout or Move to Home page.
- > 3 to select Suggestions or Complaints.
- > Click 4, to select a service name.
- > From 5, you can write the text of the suggestions or complaints.
- > From 6, you can write your email address.
- > Click button 7 to upload your file.

8,8

> Click button 8 to submit, Click button 9 to clear.

### **User Guide**

![](_page_41_Picture_16.jpeg)

# 14\ Messages

| < 1                      | OUTBOX                          | 2 ≡              |
|--------------------------|---------------------------------|------------------|
|                          |                                 |                  |
| Suggestion<br>23/11/2017 | : Self Assessment               | 4                |
| test                     |                                 |                  |
| Email : test@f           | est.comt                        | 5<br>Delete      |
| Complaint<br>13/11/2017  | : Prescription                  | >                |
|                          |                                 |                  |
|                          |                                 |                  |
|                          |                                 |                  |
| © Copyrigh               | 2017 Ministry of National Guard | – Health Affairs |
|                          |                                 |                  |

# 14-4 Outbox

This page for outbox messages.

| page.    |
|----------|
| ome page |
| messages |
|          |
| r        |

> Click **5** to delete.

5

### **User Guide**

Э.

s that were created in the Suggestions and

![](_page_42_Picture_10.jpeg)

![](_page_42_Picture_11.jpeg)

# 14\ Messages

|                                            | INBOX                  | 2 ≡         |
|--------------------------------------------|------------------------|-------------|
|                                            |                        |             |
| Other<br>14/06/2017                        |                        | 4           |
| Dear patient, f                            | or your today please ( | use gate 6. |
| Event<br>08/06/2017                        |                        | >           |
|                                            |                        |             |
| Event<br>05/01/2017                        |                        | >           |
| Event<br>05/01/2017<br>Event<br>01/01/2017 |                        | >           |

© Copyright 2017 Ministry of National Guard – Health Affairs

Displays all Inbox Messages.

14-5 Inbox

| 1 | > Click button $1$ , to move to the previous page.                                       |
|---|------------------------------------------------------------------------------------------|
| 2 | > Click button <b>2</b> , to Logout or Move to Home page                                 |
| 3 | > From 3 you can show the list of Inbox messages th<br>National Guard - Health Affairs . |
| 4 | > Click > the message will display.                                                      |
| 5 | > Click <b>5</b> to delete it.                                                           |

### **User Guide**

nat are received from Ministry of

![](_page_43_Picture_9.jpeg)

# 15 \ Education

# **15-1 Education**

| <1          | EDUCATION                         | 2 ≡            |
|-------------|-----------------------------------|----------------|
|             |                                   |                |
| Health      | y Lifestyle                       |                |
| News        |                                   |                |
| Health      | Tools                             |                |
|             |                                   | 3              |
|             |                                   |                |
|             |                                   |                |
|             |                                   |                |
|             |                                   |                |
| © Copyright | 2017 Ministry of National Guard – | Health Affairs |
|             |                                   |                |

### This page links to the education site.

- 1 2 3
- > Click button  $\mathbf{1}$ , to move to the previous page.
- > Click button **2**, to Logout, go to the User Guide or Move to the Home screen or add a comment.
- 3 area provides the websites which have education information and tools. By clicking a subject, it moves to the selected website.

### **User Guide**

or Move to the Home screen or add a comment. ation information and tools. By clicking

![](_page_44_Picture_11.jpeg)

# 16 \ My Health

# **16-1 Exercise**

This page displays the daily exercises information.

![](_page_45_Picture_4.jpeg)

![](_page_45_Picture_5.jpeg)

- Click button 1, to move to the previous page.
- Click button 2, to Logout, go to the User Guide or Move to the Home screen or add a comment.
- By clicking button **3**, users can select [Exercise], [Weight], > [Blood Pressure], [Blood Sugar].
- Click 4, the page for inserting an Exercise will display.

- > In 5, the user can separate the calorie consumption on a [Daily], [Weekly], [Monthly] basis.
  - From 6, you can show your previous input.

### **User Guide**

![](_page_45_Picture_14.jpeg)

# 16\ My Health

# 16-2 Exercise – Inserting

Page for insert the exercise information.

| Exercise Weig                                                                                                      | nt Blood Pressure Blood                                                          | Sugar                         |  |  |
|--------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------|-------------------------------|--|--|
| This feature is merely for<br>substitute a hospital visit<br>The information recorde<br>your hospital medical file | personal tracking purposes and<br>if needed.<br>d through this feature is not be | nd does not<br>eing sent to   |  |  |
|                                                                                                                    | Kcal Consumption<br>0.00 Kcal                                                    | i.                            |  |  |
| Input Exercise                                                                                                     |                                                                                  | 4~                            |  |  |
| Change date                                                                                                        | Click here to change t                                                           | Click here to change the date |  |  |
| Input Exercise                                                                                                     | Walking(Weakly)                                                                  |                               |  |  |
| Duration                                                                                                           | 0                                                                                | $\sim$                        |  |  |
| Start Time                                                                                                         | 5 am                                                                             | $\sim$                        |  |  |
| Calories                                                                                                           |                                                                                  | kca                           |  |  |
|                                                                                                                    | Save 6                                                                           |                               |  |  |
| Daily                                                                                                              | / Weekly<br>Monthly                                                              | F                             |  |  |
| < 15/10                                                                                                            | 0/2017 - 22/10/2017                                                              |                               |  |  |

Click button 1, to move to the previous page. 3 By clicking button **3**, users can select [Exercise], [Weight], [Blood Pressure], [Blood Sugar]. Click **4**, the page for inserting an Exercise will display > 5 is for inserting an Exercise and [Exercise type], [Duration], [Start Time]. The [Calories] will be automatically calculated. Click [Save] 6 to store the data.

### **User Guide**

44

![](_page_46_Picture_12.jpeg)

# 16\ My Health

# 16-3 Weight – Search

| < 1                                                                               | MY HEALT                                                                                     | н _                                  | 2                        |
|-----------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------|--------------------------------------|--------------------------|
| 3 Exercise                                                                        | Weight Blood Pres                                                                            | sure Blood S                         | ugar                     |
| This feature is me<br>substitute a hosp<br>The information r<br>your hospital med | erely for personal tracki<br>ital visit if needed.<br>ecorded through this fo<br>dical file. | ng purposes and<br>eature is not bei | d does not<br>ng sent to |
| 2                                                                                 | Body Mass Inde<br>78.1 kg/m2                                                                 |                                      |                          |
| Input Height                                                                      | /Weight                                                                                      |                                      | >                        |
| Weig                                                                              | t                                                                                            | ВМІ                                  |                          |
|                                                                                   | Month                                                                                        | 6 Month                              |                          |
|                                                                                   | 1 Year                                                                                       |                                      | K                        |
| <                                                                                 | 22/04/2017 - 22/1                                                                            | 0/2017                               | >                        |
|                                                                                   | 6 month total w                                                                              | veight                               |                          |
| 200                                                                               | 8/20 : 200                                                                                   |                                      |                          |
| 150                                                                               |                                                                                              |                                      |                          |
|                                                                                   |                                                                                              |                                      |                          |
| 100                                                                               |                                                                                              |                                      |                          |
|                                                                                   |                                                                                              | Guard - Health Af                    | fairs                    |

Click button 1, to move to the previous page. 3 > By clicking button **3**, users can select [Exercise], [Weight], [Blood Pressure], [Blood Sugar]. Click **4**, the page for inserting Height/Weight will display. 4 > By using 5, the user can search [Weight] and [BMI] for the last [3 Month], [6 Month],[1Year]. 5 > 6 displays the [Weight] and [BMI] of a selected period with a line graph.

### **User Guide**

#### ormation.

![](_page_47_Picture_13.jpeg)

# 16\ My Health

# 16-4 Weight – Inserting

This page is for inserting weight information.

| substitute a hospital visit if ne<br>The information recorded the<br>your hospital medical file. | eeded.<br>rough this feature is<br>dy Mass Index<br><b>'8.1</b> kg/m2 | s not being s | ent to |
|--------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------|---------------|--------|
| Input Height / Weight                                                                            |                                                                       |               |        |
| Change date                                                                                      | Click here                                                            | to change th  | e date |
| Height                                                                                           |                                                                       | 160           | СП     |
| Weight                                                                                           |                                                                       | 200           | kg     |
| вмі                                                                                              |                                                                       | 78.1          | kg/m   |
|                                                                                                  | Save                                                                  |               |        |
| Weight                                                                                           | 2                                                                     | BMI           |        |
|                                                                                                  |                                                                       |               |        |

- Click button 1, to move to the previous page.
- Select [Weight] from 3.

3

- Click 4, the page for inserting Height/Weight will display.
- **5** is for inserting Height/Weight. When inserting [Height] and [Weight], the [BMI] will be automatically calculated. Click [Save] to store the information.

### **User Guide**

46

![](_page_48_Picture_15.jpeg)

# 16\ My Health

![](_page_49_Picture_2.jpeg)

# 16-5 Blood Pressure – Search

Health management pocket book – this page is for searching blood pressure information.

- Click button 1, to move to the previous page.
- > From **3**, users can select [Blood Pressure].

3

5

- Click 4, the page for inserting Blood Pressure will display.
- By using 5, the user can search the Blood Pressure for the last [3 Month], [6 Month], [1Year].
- 6 displays the [Blood Pressure] of a selected period with a line graph.

![](_page_49_Picture_11.jpeg)

![](_page_49_Picture_15.jpeg)

# 16\ My Health

![](_page_50_Picture_2.jpeg)

# 16-6 Blood Pressure – Insertion

Health management pocket book – This page is for inserting blood pressure information.

- Click button 1, to move to the previous page.
- > From **3**, users can select [Blood Pressure].

3

5

- Click 4, the page for inserting Blood Pressure will display.

![](_page_50_Picture_10.jpeg)

Click button 2, to Logout, go to the User Guide or Move to the Home screen or add a comment.

**5** is for Blood Pressure, insert [Sytolic], [Diastolic], [Situation], and click [Save] to store the information.

![](_page_50_Picture_15.jpeg)

# 16\ My Health

# 16-7 Blood Sugar – Search

This page is for searching blood sugar information.

| < 1                                                                                 | MY HEALTH                                                                                            | 2 =                                           |
|-------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------|-----------------------------------------------|
| 3 Exercise                                                                          | Weight Blood Pressure                                                                                | Blood Sugar                                   |
| This feature is me<br>substitute a hospi<br>The information ru<br>your hospital med | rely for personal tracking pu<br>tal visit if needed.<br>ecorded through this feature<br>lical file. | rposes and does not<br>e is not being sent to |
|                                                                                     | Recent Blood Sugar<br>100 mg/dl                                                                      | 3.94<br>1.01                                  |
| Input Blood S                                                                       | ugar                                                                                                 | 4 >                                           |
| <                                                                                   | 1 Year<br>22/04/2017 - 22/10/20                                                                      | 17                                            |
| 6 N                                                                                 | Month Recent Blood                                                                                   | Sugar                                         |
| 75                                                                                  |                                                                                                      | 8/20<br>100                                   |
| 50                                                                                  |                                                                                                      |                                               |
| © Copyright                                                                         | 2017 Ministry of National Guard                                                                      | I – Health Affairs                            |

Click button 1, to move to the previous page. 3 > By using button **3**, users can select [Blood Sugar]. Click **4**, the page for inserting Blood Sugar will display. 4 > By using button **5**, users can search the Blood Sugar for the last [3Month], [6Month], [1Year]. 5 6 displays the [Blood Sugar] of a selected period with a line graph.

### **User Guide**

![](_page_51_Picture_12.jpeg)

![](_page_51_Picture_13.jpeg)

# 16\ My Health

# 16-8 Blood Sugar – Inserting

This page is for inserting blood sugar information.

| < 1                                                                                            | MY HE                                                         | EALTH                                | 2 =                                        |
|------------------------------------------------------------------------------------------------|---------------------------------------------------------------|--------------------------------------|--------------------------------------------|
| 3 Exercise V                                                                                   | Veight Bloo                                                   | od Pressure                          | Blood Sugar                                |
| This feature is merel<br>substitute a hospital<br>The information reco<br>your hospital medica | y for personal<br>visit if needec<br>orded through<br>l file. | tracking pur<br>I.<br>h this feature | poses and does not<br>is not being sent to |
| ) (                                                                                            | Recent Blo<br><b>100</b>                                      | ood Sugar<br>mg/dl                   | NY L                                       |
| Input Blood Sug                                                                                | ar                                                            |                                      | 4~                                         |
| Change date                                                                                    |                                                               | Click here                           | e to change the date                       |
| Value                                                                                          |                                                               |                                      |                                            |
| Option                                                                                         |                                                               | morning                              | $\sim$                                     |
|                                                                                                | Befor                                                         | e meals                              |                                            |
| 5                                                                                              | Sa                                                            | ve                                   |                                            |
|                                                                                                |                                                               |                                      |                                            |
|                                                                                                |                                                               |                                      |                                            |
|                                                                                                |                                                               |                                      |                                            |
|                                                                                                |                                                               |                                      |                                            |
| © Copyright 20                                                                                 | 17 Ministry of N                                              | lational Guard -                     | - Health Affairs                           |
|                                                                                                |                                                               |                                      |                                            |
|                                                                                                |                                                               |                                      |                                            |

Click button 1, to move to the previous page. 3 > By using button **3**, users can select [Blood Sugar]. Click **4**, the page for inserting Blood Sugar will display. > 5 is for inserting Blood Sugar. Insert [Value] and [Option] and click [Save].

### **User Guide**

Click button **2**, to Logout, go to the User Guide or Move to the Home screen or add a comment.

![](_page_52_Picture_12.jpeg)

# 17\ Self-Assessment

# 17-1 Pain control

![](_page_53_Figure_3.jpeg)

6 Month Pain control

© Copyright 2017 Ministry of National Guard – Health Affai

6)

This page is for managing the patient's pain control information.

- Click button 1, to move to the previous page.
- Click button 2, to Logout, go to the User Guide or Move to the Home screen or add a comment.
- Using button **3**, patient can select their pain control level by clicking left and right, or dragging.
- By using button 4, users can search the Pain control for t he last [3 Month], [6 Month], [1 Year].

#### **5** displays the [Pain control] of a selected period with a line graph.

When clicking [Save] button on **6**, the information will be stored. When clicking [Next], it stores the data on the current page and move to the next step.

![](_page_53_Picture_11.jpeg)

### **User Guide**

![](_page_53_Figure_14.jpeg)

# 17\ Self-Assessment

# **17-2 Performance Status**

![](_page_54_Figure_3.jpeg)

![](_page_54_Figure_4.jpeg)

Click button 1, to move to the previous page.

Click button **2**, to Logout, go to the User Guide or Move to the Home screen or add a comment.

Using button **3**, patient can insert their Performance Status information by clicking left and right, or dragging.

- > Using button **4**, users can search the Performance Status for the last [3 Month], [6 Month], [1 Year].
  - **5** displays the [Performance Status] of a selected period with  $\boldsymbol{\boldsymbol{\succ}}$ a line graph.
  - On 6 area, click [Save] button, to store the entered information.

![](_page_54_Picture_12.jpeg)

#### **User Guide**

#### This page is for managing the patient's performance status information.

![](_page_54_Figure_15.jpeg)

# 17\ Self-Assessment

# 17-3 Quality of Life

This page is for managing the patient's Quality of Life information.

|                  | QUALITY OF LIFE 2                                                                         |       |
|------------------|-------------------------------------------------------------------------------------------|-------|
| This F<br>substi | ature is merely for personal tracking purpose and does<br>ute a hospital visit if needed. | not   |
| The in           | ormation recorded through this feature is not being ser                                   | nt to |
| your n           | pspital medical nie.                                                                      | 2     |
| Que              | tion 3                                                                                    |       |
| 1. Do            | you have any trouble doing strenuous activities, like                                     |       |
| carryi           | ig a neavy snopping bag or a suitcase? (Physical)                                         |       |
| 0                | No                                                                                        |       |
| 2 Do             | you have any trouble taking a long walk? (Physical)                                       |       |
| 2.00             |                                                                                           |       |
| 0                | INO<br>Yes                                                                                |       |
|                  |                                                                                           |       |
| 3. Do<br>house   | /ou have any trouble take a short walk outside of the<br>? (Physical)                     | ž     |
| $\bigcirc$       | No                                                                                        |       |
| $\bigcirc$       | Yes                                                                                       |       |
| 4. Do            | nave to stay in bed or a chair for most of the day?                                       |       |
| (Phys            | cal)                                                                                      |       |
| 0                | No                                                                                        |       |
|                  | Yes                                                                                       |       |

![](_page_55_Figure_5.jpeg)

- Click button 1, to move to the previous page.
- Using **3**, patient can insert their Quality of life information in the questionnaire.
- 4 Click [save] to store the data.

![](_page_55_Picture_10.jpeg)

### **User Guide**

53

![](_page_55_Picture_14.jpeg)