

# Navigating the Patient Portal

## Directions for viewing, downloading, and printing your results

### Where do I find my Evaluation Report?

There are two main parts to your As You Are Evaluation (As You Are Visit Summary and As You Are Report). Both of these documents will be required to submit to insurance for approval of services. Below is where you can find each of these documents within your portal. These should appear approximately 48 hours after your results visit.



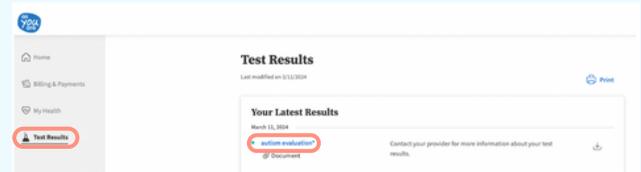
**As You Are Report**



**As You Are Summary**

### How do I view my As You Are Report?

- 1 Log into the Patient Portal
- 2 Go to the Test Results section of the chart (left side of Patient Portal)
- 3 Click on the Autism Evaluation link to view your report.



### How do I download and print my As You Are Report?

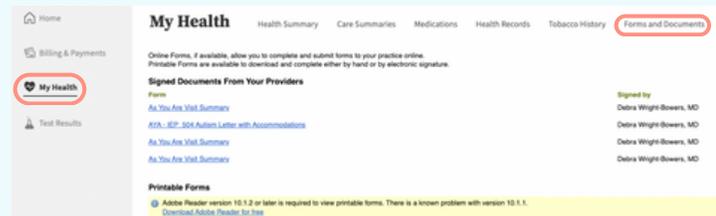
- 1 Log into the Patient Portal
- 2 Go to the Test Results section of the chart (left side of Patient Portal)
- 3 Click on the Autism Evaluation link to view your report.
- 4 Click: Open in a New Tab  
This will open the report in a new tab with appropriate formatting
- 5 Print or Save the document from your web browser



*Note: failure to follow these directions may result in poor download quality*

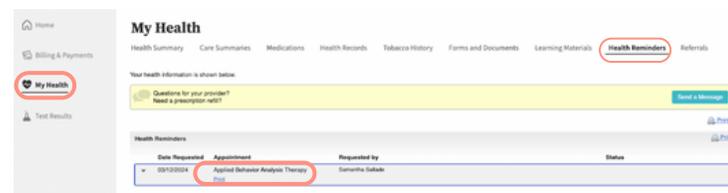
### How do I view my As You Are Visit Summary?

- 1 Log into the Patient Portal
- 2 Go to the My Health section of the chart (left side of Patient Portal)
- 3 Click on the Forms and Documents tab to view all signed documents from your visit with your provider



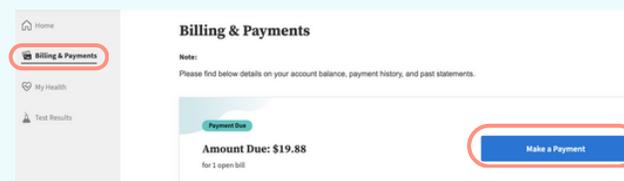
### How do I download and print my As You Are Report?

- 1 Log into the Patient Portal
- 2 Go to the My Health section of the chart (left side of Patient Portal)
- 3 Click on the Health Reminders tab on the My Health page  
Click the arrow to the left of the order to display more information
- 4 Click Print



### Where do I pay my bill?

- 1 Log into the Patient Portal
- 2 Go to the Billing & Payments section of the chart (left side of Patient Portal)
- 3 If there is a balance, click on Make a Payment. If the Make a Payment button isn't present, please call our Support Team at 866-219-8595
- 4 Click Print



▶ **Watch a walk-through video here**