



Directions for logging in to the Next Century Medical Care CareSpan Virtual Clinic for a **tele-visit** using your home personal computer or mobile device.

1. Go to NCMC.CareSpan.clinic to log into your patient portal.
2. **BEFORE LOGGING INTO THE PATIENT PORTAL, PLEASE PERFORM THE READINESS TEST.** Use the orange button to check readiness of your device. This check will take you through several tests to see if your camera and microphone are turned on, and your computer has internet access capable of running the tele-visit.

The image shows a web page for "Next Century Medical Care LLC • By Nurse Practitioners". It has a login form with fields for "Language" (set to "English"), "Username", and "Password". Below these is a blue "Login" button. There is a link for "Forgot your password?". A disclaimer states: "By logging in, you are agreeing to our Privacy Policy and Terms and Conditions." At the bottom, it says "To ensure that your computer is ready for CareSpan, click below." and features an orange "Readiness Test" button.

3. After successfully testing your device, you are ready to log in using the ***username*** and ***password*** sent to your email from CareSpan. If you did not receive an email from the CareSpan platform, check your promotions tab, junk folder, or search for "CareSpan." If you have difficulties with this step, contact your healthcare provider's office.

4. You should arrive at your main page. If you have a scheduled appointment, it will look like this:

**CareSpan®** 

Welcome: James Dunn




Clinician	Date	
<b>Dr. Terry R. Knapp MD</b> Home / Virtual Follow Up Visit	Wednesday 09/23/2020 09:00 AM	<a href="#">Go To Appt</a> <a href="#">Cancel</a>

[Go to Dashboard](#)[Make Appointment](#)

[\[ Account Info \]](#) [\[ Logout \]](#)

5. To begin your tele-visit, click on the **green “Go To Appt” button**. You will be taken to a medical conditions screen that you can use to click and fill in those symptoms you are experiencing. Fill in only those conditions that apply to you. When you are finished or if you have no symptoms to add, simply click the **green “Go To Appt” button** to be taken to the virtual examination room.

**CareSpan®** 

Patient: James Dunn  
Local Time: 09:52:28 AM (MDT)  
[Logout](#)

- Select a Category -

If there have been any changes in your medical status since your last visit, please indicate them in the proper category below.

When you have finished updating your medical status, click 'Go To Appt'.

Blood & Lymph Nodes

Go To Appt >>

	Yes	No	Describe
Easy Bleeding	<input type="radio"/>	<input type="radio"/>	
Easy Bruising	<input type="radio"/>	<input type="radio"/>	
Swollen Lymph Nodes	<input type="radio"/>	<input type="radio"/>	
Other	<input type="radio"/>	<input type="radio"/>	

Cardiovascular

Go To Appt >>

	Yes	No	Describe
Chest Pain/Pressure	<input type="radio"/>	<input type="radio"/>	
Irregular Heartbeat/Palpitations	<input type="radio"/>	<input type="radio"/>	
Swelling in Legs/Ankles	<input type="radio"/>	<input type="radio"/>	
Other	<input type="radio"/>	<input type="radio"/>	

Ears

Go To Appt >>

	Yes	No	Describe
Discharge	<input type="radio"/>	<input type="radio"/>	
Hearing Loss	<input type="radio"/>	<input type="radio"/>	

6. The next screen is where your tele-visit will occur. If you have any devices at home such as a blood pressure cuff or thermometer, please click the appropriate boxes to enter your measurements so your healthcare provider can see them. Wait on this screen until your healthcare provider receives an alert to join you and enters the virtual examination room.



If you have any questions through the steps, call your healthcare provider's office and they will walk you through the process.