

Cedar Park Pediatrics

kiddoEMR.com Domain Consent

We are pleased to announce our pilot program for our **patient portal** through **Google Apps**. If you choose to participate in the program, we will create a google account for you on a **HIPAA compliant domain** that will give you an email account, cloud storage, and other apps as they become available. You will be given **one account per family**. The account will allow you to receive and download medical records, and email individual staff members. We'll soon have the capability for you to view our appointment availability and your children's appointments as calendar events.

Please read the following carefully

- **General Guidelines** – In our never-ending quest to bring you the best medical care and customer service, we encourage all our patients who are able to participate to sign up for a kiddoEMR.com account. This will eliminate hold times and allow our staff to respond to more urgent situations over the phone.

We are working hard to make sure that this service will be free for all of our patients. However, at this time our pilot program has a **\$60 annual fee** per family.

We will make every attempt to return your emails within one business day. You must call our office at 512.335.9600 if you have an urgent matter to discuss.

Please do NOT use the account for emergencies. In the event that the domain is totally or partially down, all communication will be handled via phone.

- **Privacy** – Please note that **ONLY** emails sent between *kiddoEMR.com* accounts are to be considered secure, confidential, and HIPAA compliant. All other in-bound and out-bound emails should be considered “public” information. Your account is privately owned and monitored by Cedar Park Pediatrics, and is only to be used for communication with our office. **Do NOT use this account as a personal account.**
- **Appointment Reminders** – All appointment reminders will be done through email. It is your responsibility to check these reminders and make any necessary scheduling changes 24 hours prior to the scheduled appointment. You will be charged a fee for all missed appointments (please see financial agreement).
- **Refills** – Please allow 2-3 business days for processing. We do NOT refill controlled substances over email.
- **Troubleshooting** – If you need any assistance with your account do NOT send us a message with a personal email account. Please call the office with any issues.
- **Security** – By using the portal you agree to protect your password from unauthorized individuals. It is your responsibility to notify us should your password be compromised.

Please make sure that all devices that sync information to/from your account are password protected. We recommend that you encrypt all mobile devices and/or set up a remote service that allows you to wipe your device in case you lose it. You agree not to hold Cedar Park Pediatrics responsible for any network infractions and/or breaches in security beyond our control.

Assigned Username: _____

Patient Name(s): _____

Parent Name: _____ Recovery Email: _____

Signature: _____

Date: _____