

# Fordland Clinic - Patient Portal

## Terms of Use

<https://myphysicianoffice.com/portal/fordlandclinic/html/index.html>

### **About**

The patient portal is a secure web portal that allows you, as a patient, to access medical records including, medications, lab results, and medical history via the internet. A link to our portal is available at the bottom of the page. This is not mandatory for our patients, but is an optional service that we offer.

By signing into and using the portal you agree to these terms of use.

### **Requirements**

I understand that in order to access the patient portal I will be required to have the following items:

Internet connection

Valid email address

A computer with a compatible web browser installed.

### **Proxy and Minor Access**

You must be at least 18 years old to sign up for the patient portal. Patients under the age of 18 can be signed up for the patient portal with their guardian's consent and using the guardian's personal email address. Portal-enabled patients turning 17 years and 11 months will have their account disabled to protect their rights.

I understand that If I share my portal ID and password with a proxy or add proxy access to my account, that will grant access to my medical record to that person.

If I access an account as a proxy, I understand that I must relinquish my access at the request of the patient.

### **Medical Records**

I understand that the patient portal does not reflect my entire medical record. A paper copy of a patient's medical record can be provided for a fee at either location.

### **Security**

All health information and personally identifiable information (SSN, DOB, etc.) are stored and transmitted to the website securely. It is the patient's responsibility to ensure that the patient's network and physical environment is secure.

I understand that once a portal account is created it cannot be deleted. I also understand that health information may still be transmitted to an account even after it has been made inactive or the patient has opted out of receiving health information.

I understand that sending health information or personally identifiable information in an unencrypted email is not secure.

I understand that all actions taken within the patient portal are tracked and recorded in an audit log.

By using this patient portal, you agree to protect your password from any unauthorized individuals. It is your responsibility to change your password should your password be stolen. You agree to not hold Fordland Clinic responsible for any network infractions beyond our control.

**Unauthorized Use**

I understand that my account will be deactivated if I am found to misuse the patient portal. Unauthorized use, includes, but is not limited to: sending explicit messages to staff, distributing copyrighted or illegal content, attempting to access a patient's account that you do not have rightful access to. What constitutes as unauthorized use will be determined by Fordland Clinic.

**Changes**

Fordland Clinic reserves the right, at Fordland Clinic's sole discretion, to modify or replace these Terms at any time. If a revision is material Fordland Clinic will try to provide at least 30 days' notice prior to any new terms taking effect. What constitutes a material change will be determined by Fordland Clinic.

**Limitation of liability**

In no event shall Fordland Clinic, nor any of its officers, directors and employees, be liable to you for anything arising out of or in any way connected with your use of this Website, whether such liability is under contract, tort or otherwise, and Fordland Clinic, including its officers, directors and employees shall not be liable for any indirect, consequential or special liability arising out of or in any way related to your use of this Website.

**Warranties**

This Website is provided "as is," with all faults, and Fordland Clinic makes no express or implied representations or warranties, of any kind related to this Website or the materials contained on this Website.

There is no guaranty that the patient portal will be available at a certain date and time. There may be times when the website is down due to technical difficulties, maintenance, or other unforeseen circumstances.

**Patient Portal URL**

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