

User Guide for Provider

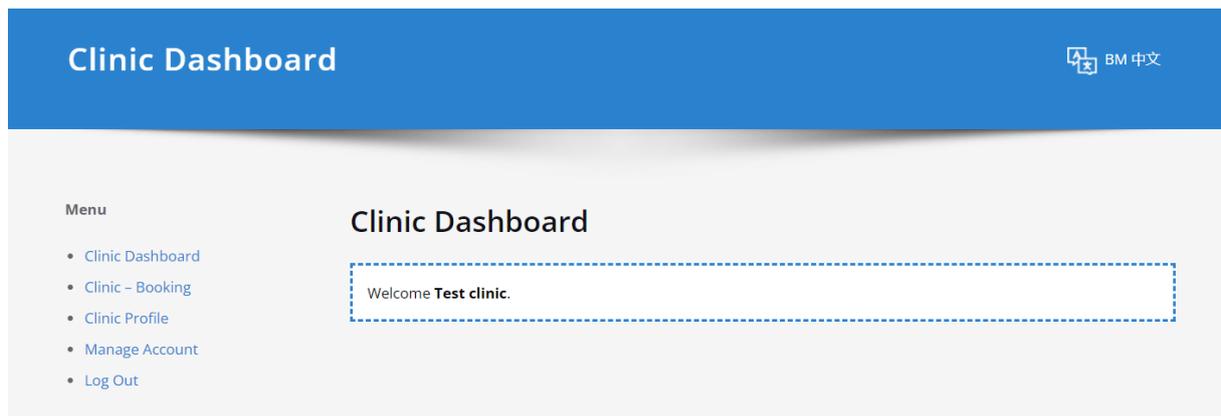
1. To register as a PrEP Provider, go to the [Add Provider] to fill up information about your clinic & PrEP service details, and click the [Submit] button at the end of this page to complete the registration.



2. Upon successful registration, go to the [Login] to login as a PrEP Provider using the credentials you have created.



3. The Clinic Dashboard shows that you have successfully logged in to the platform.



4. Under the Menu, click on [Clinic – Booking] to view bookings and pending approval; below is shown as no booking now.

The screenshot shows the 'Clinic - Booking' interface. On the left is a 'Menu' with items: Clinic Dashboard, Clinic - Booking (highlighted with an orange arrow), Clinic Profile, Manage Account, and Log Out. The main area has a search bar for 'Ref No.' and a 'Search' button. Below are two tables: 'Today's bookings' and 'Pending Approval'. Both tables have columns for Date / Time, Ref No, Patient, Status, and Action. Both tables show 'No record found' with a yellow arrow pointing to the text.

5. When a booking was requested from the member, PrEP Provider will receive an email directing to the [Clinic – Booking] page, with a pending approval.

The screenshot shows the 'Clinic - Booking' interface with a pending approval. The 'Menu' is the same as in the previous screenshot. The 'Today's bookings' table shows 'No record found'. The 'Pending Approval' table has one row with the following data:

Date / Time	Ref No	Patient	Status	Action
28 Oct 2022 / 12:00pm	CSB4UM	test as member	pending	View

An orange arrow points to the 'View' button in the 'Action' column of the pending approval row.

6. Click [View] button under the Action column to access to the Booking Details. You may choose to Confirm or Reject the booking request.

The screenshot shows a web interface for 'Booking Details'. On the left is a 'Menu' with links: Clinic Dashboard, Clinic - Booking, Clinic Profile, Manage Account, and Log Out. On the right is a 'Back to listing' link. The main content area is titled 'Booking Details' and contains a white card with the following information:

- Patient:** test as member, E: summerlohys@gmail.com, P: +60123456789
- Date / Time:** 28 Oct 2022, 12:00pm
- Appointment Type:** followup
- Ref No:** CSB4UM
- Expenses (RM):**
- What would you like to discuss?:** To discuss the use of PrEP
- Status:** Pending

At the bottom of the card are two buttons: 'Confirm Booking' (green) and 'Reject Booking' (red). A yellow arrow points to the 'Confirm Booking' button, and another yellow arrow points to the 'Reject Booking' button. An orange arrow points to the 'Pending' status text. Below the card is a 'Back' button.

7. Click [Attending Booking] when the patient has arrived at your clinic.

The screenshot shows the same 'Booking Details' page as above, but the status has changed to 'Approved'. The information in the white card is:

- Patient:** test as member, E: summerlohys@gmail.com, P: +60123456789
- Date / Time:** 28 Oct 2022, 12:00pm
- Appointment Type:** followup
- Ref No:** CSB4UM
- Expenses (RM):**
- What would you like to discuss?:** To discuss the use of PrEP
- Status:** Approved

Below the 'Approved' status, there is a text prompt: 'If patient arrived at clinic, please click on button below:'. Underneath this prompt is a green 'Attending Booking' button, which is highlighted by an orange arrow.

8. Scroll down to fill up other information as needed.

Blood Test

HIV Ag/Ab
 Positive Negative

HCV Ab
 Positive Negative

Chlamydia
 Positive Negative

HPV
 Positive Negative

UFEME
 Normal Abnormal

Submit ←

Expenses

Expenses for this trip
Eg. 65, 75.50, 50

Update ↑

Back

9. Click [Consultation Done] when you have finished the consultation.

[Back to listing](#)

Booking Details

Patient test as member E: summerlohys@gmail.com P: +60123456789 - 📞 📧	Date / Time 28 Oct 2022, 12:00pm
Appointment Type followup	Ref No: CSB4UM
Expenses (RM)	
What would you like to discuss? To discuss the use of PrEP	Status Attending Consultation Done ←

10. The booking process is completed.

[Back to listing](#)

Booking Details

Patient

test as member
E: summerlohys@gmail.com
P: +60123456789 -  

Date / Time

28 Oct 2022, 12:00pm

Appointment Type

followup

Ref No:

CSB4UM

Expenses (RM)

What would you like to discuss?

To discuss the use of PrEP

Status

Completed



To manage your account

You may manage your account at [Clinic Profile].

Clinic Profile

BM 中文
Menu

- Clinic Dashboard
- Clinic - Booking
- Clinic Profile ←
- Manage Account
- Log Out

Profile

Display Name
Testclinic

Phone No
+60123456789

Email
testclinic@gmail.com

Password **Password Again**

Update

Also, at [Manage Account].

Manage Account

BM 中文
Menu

- Clinic Dashboard
- Clinic - Booking
- Clinic Profile
- Manage Account ←
- Log Out

Manage Account (Clinic)

If you wish to make changes to your clinic operating hour, to terminate your account, and/or any other request, kindly write in your enquiry to myprelocator@gmail.com, Thank you.

Reference for Member's User Interface

Member login to their account

The screenshot shows the top navigation bar of the My PrEP Locator website. On the left is the logo with the text "My PrEP Locator" and "Search Out Your Nearest Provider". On the right are links for "About", "Register / Sign-in", "Contact Us", and "Others". A blue header bar contains the word "Login" on the left and a language selector "BM 中文" on the right. A dark dropdown menu is open under "Register / Sign-in", showing options for "Login", "Member Registration", and "Add Provider". The main content area is titled "Login" and contains a form with two input fields: "Username" (containing "test as member") and "Password" (masked with dots). A blue "Login" button is positioned below the password field.

Member enters the [Member Dashboard]

The screenshot shows the Member Dashboard page. The top blue header bar contains the text "Member Dashboard" on the left and the language selector "BM 中文" on the right. On the left side, there is a "Menu" section with a list of links: "Member Dashboard", "Member Booking", "Blood Test Results", "Assessment", "Member Profile", and "Log Out". The main content area is titled "Member Dashboard" and features a dashed blue box containing the text: "Thank you for using My PrEP Locator. We hope you have a good experience while using our website."

Member access to [Member Booking] in the Menu to [Create New Appointment].

Menu

- Member Dashboard
- Member Booking
- Blood Test Results
- Assessment
- Member Profile
- Log Out

Booking History

Date / Time	Ref No	Clinic	Status	Action
28 Oct 2022 / 12:00pm	CSB4UM	Test clinic	completed	View
01 Jan 2023 / 9:15am	4W25CP	Test clinic	approved	View
18 Oct 2022 / 10:30am	KWBRE7	Test clinic	completed	View
18 Oct 2022 / 10:15am	RG7XVD	Test clinic	rejected	View
18 Oct 2022 / 10:00am	P9KBUE	Test clinic	completed	View

[Create New Appointment](#)

Member to create booking details and [Submit] to the PrEP Provider.

Menu

- Member Dashboard
- Member Booking
- Blood Test Results
- Assessment
- Member Profile
- Log Out

New Appointment

Clinic: Test clinic

Appointment Type: First time Follow up

Date / Time: 2022-10-28 12:00pm

What would you like to discuss?
To discuss the use of PrEP

[Submit](#)

[Status] shown as pending and [Ref No] is generated automatically for reference upon arrival at the clinic.

Menu

- Member Dashboard
- Member Booking
- Blood Test Results
- Assessment
- Member Profile
- Log Out

Operation done successfully

Booking Details

Clinic: Test clinic

Appointment Type: followup

Date / Time: Fri, 28 Oct 2022, 12:00pm

What would you like to discuss?: To discuss the use of PrEP

Status: pending

Ref No: CSB4UM

Please show the Ref No (CSB4UM) to counter once you arrive to clinic.

[Back](#)

[Status] changed to [approved] when PrEP Provider has confirmed the booking.

The screenshot shows a 'Booking Details' page. On the left is a 'Menu' with links: Member Dashboard, Member Booking, Blood Test Results, Assessment, Member Profile, and Log Out. The main content area is titled 'Booking Details' and contains the following information:

- Clinic:** Test clinic
- Appointment Type:** followup
- Date / Time:** Sun, 01 Jan 2023, 9:15am
- Status:** approved (indicated by an orange arrow pointing left)
- Ref No:** 4W25CP
- What would you like to discuss?:** To discuss the use of PrEP

A dashed blue box contains the text: "Please show the Ref No (4W25CP) to counter once you arrive to clinic." Below this box is a 'Back' button.

[Status] changed to [completed] when PrEP Provider has completed the consultation.

The screenshot shows a 'Booking Details' page. On the left is a 'Menu' with links: Member Dashboard, Member Booking, Blood Test Results, Assessment, Member Profile, and Log Out. The main content area is titled 'Booking Details' and contains the following information:

- Clinic:** Test clinic
- Appointment Type:** followup
- Date / Time:** Fri, 28 Oct 2022, 12:00pm
- Status:** completed (indicated by an orange arrow pointing left)
- Ref No:** CSB4UM
- What would you like to discuss?:** To discuss the use of PrEP

A dashed blue box contains the text: "Please show the Ref No (CSB4UM) to counter once you arrive to clinic." Below this box is a 'Back' button.