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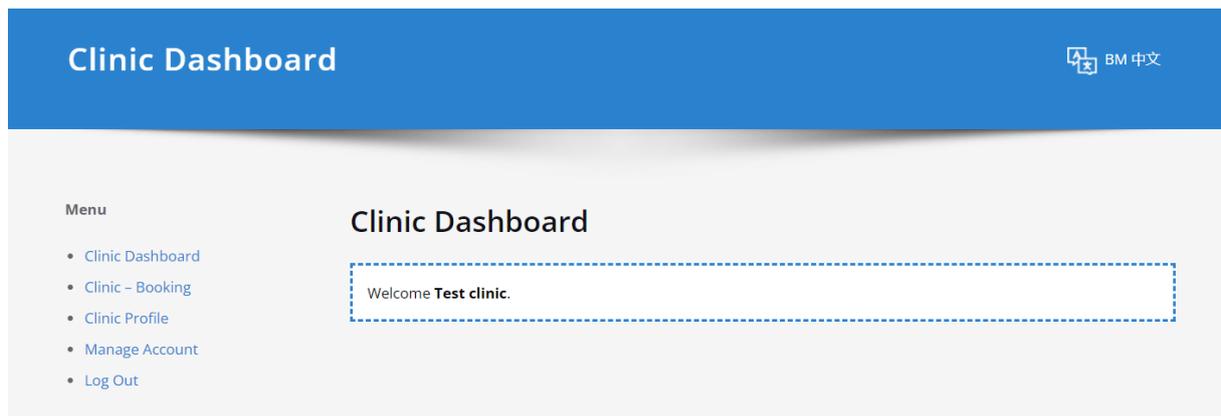
4. Under the Menu, click on [Clinic – Booking] to view bookings and pending approval; below is shown as no booking now.

Clinic – Booking

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Menu

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

Listing type: Today Bookings | All Bookings

Search by Ref No:

[Search]

Today's bookings

Date / Time	Ref No	Patient	Status	Action
No record found				

Pending Approval

Date / Time	Ref No	Patient	Status	Action
No record found				

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.

Menu

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

Listing type: Today Bookings | All Bookings

Search by Ref No:

[Search]

Today's bookings

Date / Time	Ref No	Patient	Status	Action
No record found				

Pending Approval

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

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

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

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

Blood Test

HIV Ag/Ab
○ Positive ○ Negative

Hep Bs Ag
○ Positive ○ Negative

HCV Ab
○ Positive ○ Negative

Syphilis
○ Positive ○ Negative

Chlamydia
○ Positive ○ Negative

Gonorrhoea
○ Positive ○ Negative

HPV
○ Positive ○ Negative

Renal function test
○ Normal ○ Abnormal

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.

Booking Details

Back to listing

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].

Also, at [Manage Account].

Reference for Member's User Interface

Member login to their account

Member enters the [Member Dashboard]

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

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

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

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

Menu

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

Booking Details

Clinic
Test clinic

Appointment Type
followup

Date / Time
Sun, 01 Jan 2023, 9:15am

Status
approved

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

Ref No:
4W25CP

> Please show the **Ref No (4W25CP)** to counter once you arrive to clinic.

Back

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

Menu

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

Booking Details

Clinic
Test clinic

Appointment Type
followup

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

Status
completed

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

Ref No:
CSB4UM

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

Back