



MIDDLEBORO PEDIATRICS

2 LAKEVILLE BUSINESS PARK, LAKEVILLE, MASSACHUSETTS 02347

TEL (508) 947-0630

FAX (508) 947-0639

MARTIN A. GROSS, MD, FAAP

HILARY A. WELLAND, MD, FAAP

AARON D. BORNSTEIN, MD, FAAP

CAROLINA P. GAPUD, MD, FAAP

FIONA E. PAUL, RN, PH.D., CPNP

AMY C. HATCH, RN, CPNP

MEREDITH M. RUBINI, RN, CPNP

Enrollment to use our Patient Portal (WebView)

Patient Information

Patient Name _____ Date of Birth _____

Address _____

Patient Portal (WebView) Guidelines and Security Purpose of this Form

WebView offers secure viewing and communication as a service to patients and families who wish to view parts of their records and communicate with our staff. Secure messaging can be a valuable communications tool, but has certain limitations. By agreement to use WebView, you must agree to the conditions in the enrollment form and our Terms of Service.

How A Secure Patient Portal Works

A secure web portal is a kind of webpage that uses encryption to keep unauthorized persons from reading communications, information, or attachments. Secure messages and information can only be read by someone who knows the right password to log in to the portal site.

How to Participate in our Patient Portal

Once this form is agreed to and signed, you will need to provide us with a user name and password as well as a personal question and answer to be used if you misplace or forget your password. The username must be unique for each patient.

After we have set you up in the system, we will email you the URL (internet address) of the WebView web site. Use the provided address in your Internet browser and go to the Patient Portal web site. You will then be able to log in using your user name and password.

Protecting Your Private Health Information and Risks

This method of communication and viewing prevents unauthorized parties from being able to access or read messages while they are in transmission. However, keeping messages secure depends on two important factors:

1. *We need you to make sure we have your correct email address and you MUST inform us if it ever changes. Do not use a work e-mail address, as this information might be available to your employer.*

2. You need to keep unauthorized individuals from learning your Patient Portal password. If you think someone has learned your password, you should promptly let us know so we can change it or you can now change it online.

Conditions of Participating in the Patient Portal

We understand the importance of privacy in regards to your or your child’s health care and will continue to strive to protect the privacy of the medical information. Our use and disclosure of medical information is described in our Notice of Privacy Practices.

Access to this secure web portal is an optional service, and we may suspend or terminate it at any time and for any reason. If we do suspend or terminate this service, we will notify you as promptly as we reasonably can.

This form includes our Terms of Service for using this web portal. We need you to understand and comply with these and by signing this form below, you will acknowledge that the Terms of Service were explained to you and that you agree to comply with them. If you have any questions we will gladly provide more information.

User Responsibilities

In return for access to the Patient Portal, **you agree not to:**

1. Transmit any electronic information that violates the rights or privacy of any party.
2. Use the web portal in any way that violates local, state, or federal laws;
3. Transmit materials that are obscene, defamatory, abusive, slanderous, hateful or otherwise likely to result in harm to others; or
4. Intentionally distribute viruses or other harmful computer code or take any other action that could compromise the security of our computer system.

Direct Access to Health Information

If the patient is a child under thirteen years of age, we suggest that a parent or guardian enroll in the Patient Portal, which will allow them to see their child’s health information.

If the patient is a child thirteen years of age or older, we will provide access to the patient portal only if both the parent(s) or guardian(s) and child agree. Portal access and email capabilities are for the parent. However teenagers, by law, are entitled to confidentiality for issues relating to sex, drugs, and alcohol and we cannot isolate that information in the online medical record. If your child has any concerns about his or her parent having full access to information through the portal, access will be discontinued immediately.

If a patient is eighteen years of age or older, we recommend patients enroll themselves in the Patient Portal which will allow them direct access to their personal information. Patients eighteen years of age or older are legally adults. A parent or guardian may have access only with the express approval of both the patient and the parents.

If you wish to enroll in this service, please sign below.

Patient/Guardian/Adult Patient Acknowledgment

Signature_____ Date_____

Important Notice for Patients thirteen years of age or older. If you are thirteen (13) years of age or older, you may ask that your parents not be allowed to view your electronic medical record. If you choose to continue to allow your parents to have access to your information, your parents may see information about all medical records and records of treatment you receive, including information related to drug or alcohol use or sexual activity, as we are not able to selectively block access to this information in your medical records.

Please sign here if you give your parent(s) or guardian permission to view all your information.
I agree that my parent or guardian may see my entire record.

Signature_____ Date_____ Witnessed by: _____

If you DO NOT want this, please check this box **G and initial here: _____.**

Please provide us with the following information: (Please Print)

1. **Patient Name:** _____
2. **Personal E-mail Address of user:** _____
3. **Printed name of user:** _____
4. **Your Login/Username (unique for each patient):** _____
5. **Your Password (please see below*):** _____
6. **Your Personal Question:** _____
7. **Answer to Personal Question:** _____

*** Since our recent software upgrade, there are now more specific requirements for your password:**

Your Password is case sensitive

There is a minimum length of 6 characters

It must contain at least one letter and one number

It must contain one character that is not a letter or number

The password cannot contain the login name

If you are changing it online, the password cannot be the same as the last 5 entries