

## MACALI EYE CLINIC - SECURE PATIENT RECORDS PORTAL

The Macali Eye Clinic has created a website where Patients can securely obtain their eye health information.

### FIRST TIME PATIENTS ACCESSING THE SECURE PATIENT PORTAL

Patient's will receive two emails instructing them to access the website directly from the email, and another to review their eye health records.

1) Patients need to click on the link specifically sent with each Patient's email to access the Patient's new account. This link will look similar as follows:  
[https://eyefinityew.com/portal/macalieyeclinic/html/newaccount-...."specific to each patient"....html](https://eyefinityew.com/portal/macalieyeclinic/html/newaccount-....)

2) If the above link does not work in the first email or if access is needed at another time please go directly to: <http://macalieyeclinic.eyefinityew.com>

Enter your login information: •initial username: (Patient's Email currently on file with Doctor's office)  
•initial password: (Initial Password can be changed once the Patient's portal is accessed.)

- Patients must verify their account after signing in using the username and password listed in their initial email message. Once logged in, Patients must enter their date of birth. Once this date is entered and verified, the portal's secure home page will appear.
- From the home page, 3 tab buttons appear. (Home, Message and Records) Select the "Records" tab to review your records. (Do not use the "Message" tab button to communicate with us; send any correspondence to: MacaliEyeClinic@yahoo.com )

To view record of Patient's visit to office; simply click on "Records Tab" (at top left of page). Then click the box on bottom "View". Patient can download and save or transmit records to their primary physician if they have a secure email address for their doctor. When Patients are reviewing their records, they can also print a copy for their records.

c) Patients can change their user name and password by selecting the "My Profile" link at the top right corner of the portal web page.

3) **IMPORTANT: All Patients must send a message to the Macali Eye Clinic informing the office acknowledgment of their records. This is done by the Patient selecting the "Send Message" link at the top right corner of the portal web page. Please enter Patient's name in Subject Line, and "Records Reviewed" in the Message box, and then press send. This will allow the Macali Eye Clinic to record that the Patient has received/reviewed records and can archive them for future needs.**

[Send Message](#) | [My Profile](#) | [Sign Out](#)

[Home](#) | [Messages](#) | [Records](#)

Your message has been sent

#### Send us a message

Subject

" Patient Name "

Message

" Records Reviewed "

[Send](#) | [Cancel](#)

### PATIENTS RETURNING TO ACCESS THE SECURE PATIENT PORTAL

Once a Patient has initially accessed their records portal and when new records are added, a new email is sent to the Patient.

1) For returning Patients once their initial verification (process above) has been completed can securely log in using their user name and password.

- To sign in directly to their secure records portal, Patients can go directly to the portal at: <http://macalieyeclinic.eyefinityew.com>
- Patients can change their user name and password by selecting the "My Profile" link at the top right corner of the portal web page.

2) **IMPORTANT: All Patients must send a message to the Macali Eye Clinic informing the office acknowledgment of their records. This is done by the Patient selecting the "Send Message" link at the top right corner of the portal web page. Please enter Patient's name in Subject Line, and "Records Reviewed" in the Message box, and then press send. This will allow the Macali Eye Clinic to record that the Patient has received/reviewed records and can archive them for future needs.**

[Send Message](#) | [My Profile](#) | [Sign Out](#)

[Home](#) | [Messages](#) | [Records](#)

Your message has been sent

#### Send us a message

Subject

" Patient Name "

Message

" Records Reviewed "

[Send](#) | [Cancel](#)