1. Log into portal
2. Side bar click on Appointments

A screenshot of a medical form

Description automatically generated

1. Click on Schedule Appointment

A screenshot of a computer

Description automatically generated

1. Click on drop down and select your location

A screenshot of a medical emergency call

Description automatically generated

1. If your child has not been “scheduled” with the nurse at any of the location selected you will receive the following message. You will need to call to schedule your appointment.

A blue rectangles with white text

Description automatically generated

1. If your child has been “scheduled” with the nurse you will see the following: Click on the drop down to select the appointment type.

A screenshot of a medical emergency plan

Description automatically generated

A screenshot of a medical appointment

Description automatically generated

1. Select the desired time/date
2. Click on Book My appointment

A screenshot of a appointment

Description automatically generated