- 1. Sign in to the UMassD portal.
- 2. Once in the portal, click University Resources and click <u>Health Services Patient Portal</u>.

WUMASSD QUICKLAUNCH - ACADEMICS ST	TUDENT RESOURCES	
ESSENTIALS	FORMS	CAMPUS SYSTEMS
 Athletics Campus Map Emergency Services myAlert Emergency announcements Employment Opportunities Equal Opportunity, Diversity & Outreach Facilities Health Services Patient Portal Human Resources 	 Academics/advising - change of major, course approval, freshman and sophomore checklists, etc. Human Resources - FMLA, benefits, payroll, evaluations & classification, etc. Registrar - change of address, withdrawal from school, application for diploma, etc. Student Affairs - student leave of absence, consent to disclose records, etc. Student Employment - Hiring and tax forms, etc. 	 Bonfire BonitaSoft BPM Curriculog Digital Signage: Carousel Cloud LinkedIn Learning Microsoft Quarantine myAlert myCourses Setup Tool Office 365 Home Office of Access and Success Exar
 Forms, recruitment, manager resources Library Services UMass Law Library Mail Services Public Safety Policies UPST - Unified Procurement Services Team 	TRAINING & HELP • Training & Help • IT Help: ithelp.umassd.edu • COIN for Faculty Help • Multifactor Authentication	Qualtrics Report Academic Integrity Violati Report Concern About a Student Report Student Code Violation TerminalFour (T4) Terra Dotta Travel Registry TutorTrac

3. Once in the Health Services Patient Portal, click "Upload," and in the drop-down list, select "Upload (only Use If Explicitly Directed To By Staff Member).

Please follow the instructions to upload documents into Documents are REQUIRED for all full time and resident	your medical record listed below. Please note, Immunization Verification students. All other documents are to be uploaded only if needed or as
requested by UMass Dartmouth Health Services. All CO Verification Documents and NOT Covid Test Results.	VID-19 Vaccine documents should be uploaded to Immunization
PLEASE MAKE SURE YOUR NAME AND DATE O STUDENT ID # when possible.	F BIRTH ARE ON ALL SUPPORTING DOCUMENTATION. Please add
Choose the document or form you are uploading fro	om the drop down list.
 Select File to browse your computer or phone and s but it must be smaller than 5 MB. (Scan in black and needed.) IPEC and PDE files are accepted. 	select the document/image you wish to upload. It can be multiple pages d white, or at a setting of 150 DPI to achieve a smaller file size if
Once you have the file highlighted then click OPEN	
You should see the name of the file or image you ar	e unloading Click LIPL OAD
	and the second second
ocuments available to be uploaded:	
nmunization Verification Documents	
B Risk Assessment Form	
iter Results	
pload (only use if explicitly Directed to by start Member)	
hoose document you are uploading:	
Upload (only Use If Explicitly Directed To By Staff Member)	v

4. Click Select File, add your test result file, then click Upload.

5. After uploading your test result, please click "Messages," then click "Compose New" to send a secure message to inform Health Services staff you have uploaded your results.

🖀 Home 🏛 Appts 🔮 Immunizations 👻 🛧 Insurance 🗮 Forms 🔤 Messages 🌲 Education 🏂 Upload
Secure Messages are secure communications with the UMD Health Services staff. All Secure Messages become part of your Electronic Health
To send a new message:
Select COMPOSE NEW MESSAGE
 To change the recipient of the message (It defaults to the first name alphabetically), click the shaded arrow to the right of the name in the box and select the name or group to whom you want to send your message. Enter the subject of your message
Type your message.
Click SUBMIT
Messages are not routinely monitored at night or on weekends. If you need urgent assistance, please go to Southcoast Urgent Care in Dartmouth or St Luke's Hospital in New Bedford. If you are having a medical emergency, please call Campus Police at 508.999.9191 from your cell phone.
□ Inbox □ Compose New Sent

6. Please make sure your name and date of birth are on all supporting documentation. Please add your Student ID # when possible.