## How to Upload Immunization Records to Point and Click (PNC) Patient Portal

Morehouse School of Medicine

1. Sign into the portal at: <u>https://MSMPortal.pointnclick.com</u>. Click on the button that says Morehouse School of Medicine and log in.

You must have an MSM email prior to logging in.

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Please Science your nome campamere		
	Morehouse School of Medicine	
	Clark Atlanta or Morehouse College	

2. You will then see the home page. Below is an example of a test patient.

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Home Profile Medical Clearances Int Second Health History Appointments Reference International Health History Handouts Hessages International	Home for John PNC You tast logged in: 2/3/2022 3 10 PM C Log Out I would like to Enter My COVID-19 Vacchation In Enter My COVID-19 Vacchation In Enter My COVID-19 Vacchation In Enter My Provide	
Letters Arrest	Welcome to Student Health and Wellness Center This site is designed to help students interact more conveniently and efficiently with Student Health Services. Using the links at the left you can: • Update your profile information	
(e Log Out	Receive test results and exchange secure messages with the health center staff     Complete forms     Complete surveys     Review and print immunization records [Version: 12.11.8526]	

3. Click on the tab on the left side menu called Medical Clearances



4. In the Medical Clearances tab you will see each requirement listed. Click on the green Update button next to the requirement you would like to complete

Home	Medical-Glearanaca for Jo	bp DNC
Profile		
Move & the second state of	To be fully compliant with your medical clearances, you must 1. Enter the dates of your immuniza ins/blood tests (Requi	make sure you have done the following: red)
History	Please note: It is not sufficient to just "	on record. Failure to enter immunization dates will result in non-compliance with
Apponiments	OvClearance Status: 🐼 Not Satisfied	
Referrals	Items required for clearance:	
Handouts	Clearance	Status
Messages 20,	Chest X-Ray	Update ON Not Compliant
Letters Unread	=8.388.000000	
Downloadable Forms	COVID-19 Vaccine	Update       Not Compliant
Survey Forms	Health History	Update  Compliant
I Log Out	Hest a	
	Immunization Records	Update Ø Compliant

5. Enter the date(s) the requirement was met. Any special instructions will appear at the top of the screen in the blue box. Below is an example of the hepatitis B requirement.

his compliance can be satisfied for non-cl	inical students by 3 HepB containing immunizations OR a Hep B Surface Ar	
IOOU LEST. MISHWELL, MILLAN	-, - , - , - , - , - , - , - , - , - ,	
Doses of Hepatitis B Vaccine		
Date 1	Vaccine1	
10/10/2019	Hep B-adult (Hepatitis B-adult)	~
Jate 2	Vac <sub>28</sub> ; in a state of the second	
	B-adult/Hepatitis B-adult)	
Date 3	Vaccine3	
MM/DD/YYYY	Select one	~
Henatitis B. Surfee at a su		
lepatitis B Sur <mark>22 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2</mark>	Posult <b>Pres</b>	
lepatitis B Surta a second and a	<b>Result</b> O Positive O Negula a v	
lepatitis B Sur <mark>ta a de Albaniter</mark> late MM/DD/YYYY	O Positive O Negul. and	
lepatitis B Surfix a state	Result O Negul. a vi	
lepatitis B Surface B and a second se	O Positive O Negula a vi	
lepatitis B Surfix a source inter hate MM/DD/YYYY ddiachar coloco or ridpanes or uccor hate 4	Result O Positive O Negli and	
Iepatitis B Surfer and Conversion Inter ate MM/DD/YYYY dd Admar 2000 or Fidgematic Factor ate 4 MM/DD/YYYY	Vaccine4 Select one	~
lepatitis B Surf	Vaccine5	*
Hepatitis B Surta a second participant Date MM/DD/YYYY Addiaonar 20002 or rid participant Date 4 MM/DD/YYYY Date 5 MM/DD/YYYY	Vaccine4 Vaccine5 Select one	~

6. Next

- 9. To upload the completed form, go to the "Downloadable Forms" tab and upload the form under the correct exemption category. For example, if you are requesting a COVID 19 Medical Exemption, click on the green Upload button under COVID 19 Medical Exemption Request and then click Save.
- 10. If you should have any questions regarding the compliance requirements, please reach out to our office.

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