

**Online Instant Medical History  
DO-Online Web Site  
Guide for Patients and Prospective Patients**

**About Instant Medical History**

The Instant Medical History (IMH) tool is a feature of your physician's DO-Online Practice Web Site that allows you to securely contact your physician prior to an office visit. The IMH allows HIPAA compliant communication between you and your physician. The IMH takes you through a series of interview questions that will give your physician information regarding your condition so that he or she can follow-up with a call to schedule an office visit.

**Accessing the IMH Tool**

1. Visit the DO-Online Web site of the physician you wish to see.
2. Click the "Instant Medical History" link on the left side of the homepage.
3. **If this is not an emergency**, click "Next" to proceed.
4. Complete the information on the Patient Information page, and click "Next."

**Answering the Interview Questions**

All information that you submit using the IMH meets HIPAA standards, and will be received by your physician's office in encrypted form only accessible by your physician.

1. Either select the reason for your visit from the menu or type the reason in the blank field.
2. Click "Next."
3. Answer the questions as they appear, or you may choose to skip questions as you wish. You also have the option to go back a question.

**Submitting Your Report**

Once the questions are complete, you will view your "Interview Report" that summarizes your responses. This is the report that your physician will see. You have two options after viewing your report:

1. **Save:** Click the "Save" button at the bottom of the report. A pop-up window will ask you to open or save the report. Click "Save." A second window will open asking you where to save the report (in Word format) on your computer. Select the location, and click "Save."
2. **Print:** Click the "Print" button at the bottom of the report. A pop-up window will open displaying your printer information. Click "Print."
3. Whether or not you decide to save or print the report, click "Next" at the bottom of the report to submit it to your physician's office.

*For added security, close the browser window completely after submitting your report.*