

Preparing for Your Appointment at St. Charles County Dermatologic Surgery

We're looking forward to seeing you soon! Below, we've compiled some important information on using our online tools to prepare for your appointment. With our Patient Portal, PocketPatient app and in-office kiosk, you can do things like fill out your information, send a message, provide insurance information, pay your copay and more.

Please note, all of our platforms work together. Once you enter information on one platform, it will be available on all of the others.



PATIENT PORTAL

sccds.ema.md/ema



POCKETPATIENT

APP Download Via [Apple](#) or [Google Play](#)



IN-OFFICE KIOSK

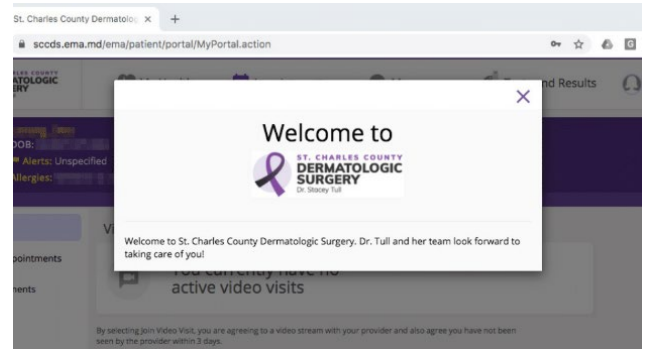
	PATIENT PORTAL	POCKETPATIENT APP	IN-OFFICE KIOSK
Request Appointments	●	●	
Update Personal Information & Demographics	●	●	●
Sign All HIPPA/Release Forms			●
Data is Synced/Saved Across Platforms	●	●	●
Pay Copay	●	●	●
Pay Any Outstanding Balances	●	●	
Request Refills	●	●	
Send Messages to SCC Derm Team	●	●	

HOW TO GET STARTED IN THE PATIENT PORTAL

Step 1

Open the email you received from "Patient Portal." Follow the link to enter our Patient Portal. Be sure to look in your spam or junk folder in case the email was placed there.

To access the patient portal for future needs (verifying appointment dates and times, updating personal information, etc.), bookmark the Patient Portal login page: sccds.ema.md/ema/PatientLogin.action



Step 2

Enter your date of birth with the format of mm/dd/yy, and your last name. Click "Verify Information."



ST. CHARLES COUNTY DERMATOLOGIC SURGERY
Dr. Stacey Tull

Password Reset

Please verify your date of birth and last name to change your password.

Date of Birth | mm/dd/yy

Last Name

Verify Information

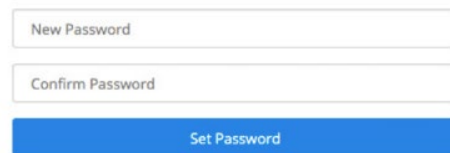
Step 3

Even if you have never created one before, you will need to reset the password.

St. Charles County Dermatologic Surgery

Change Password

Your password has either been reset or has expired, and there are no grace logins left, you must reset your password now.



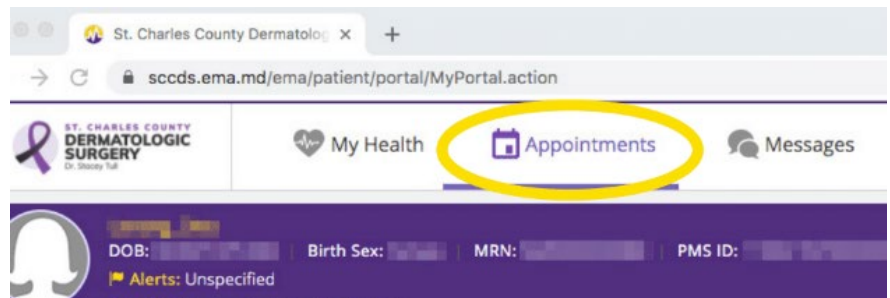
New Password

Confirm Password

Set Password

Appointments

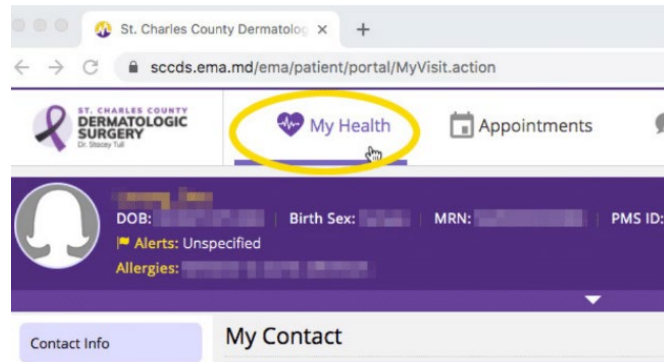
Any scheduled appointments are listed in the "Appointment" tab.



ADDING PERSONAL HEALTH DETAILS

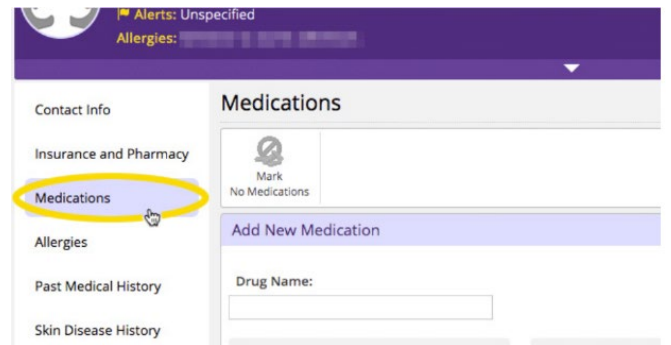
Step 1

Enter your personal information on the “My Health” screen.



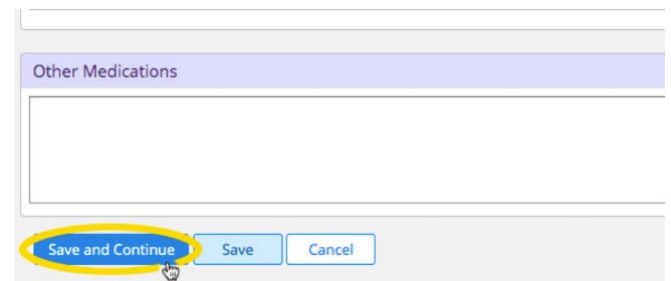
Step 2

Continue to select each topic on the left side of the page, and enter your information as requested.



Step 3

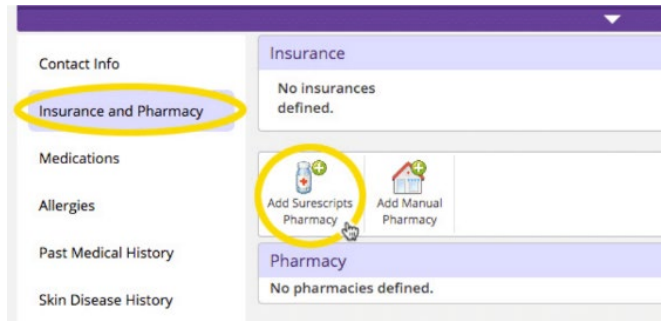
Be sure to click the “Save and Continue” button at the bottom of the page, for each section.



ADDING PHARMACY DETAILS

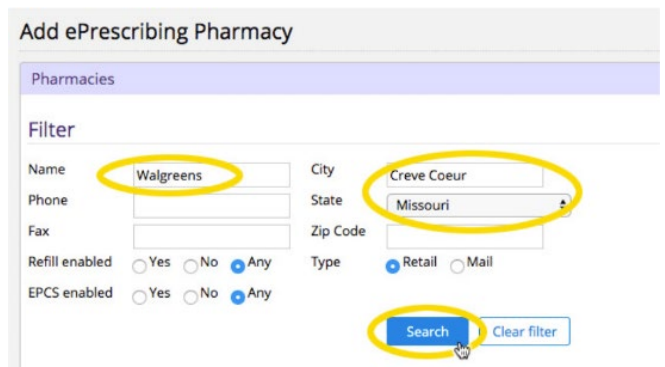
Step 1

Add your insurance and pharmacy information on the "Insurance and Pharmacy" tab. Be sure to select the "Add Surescripts Pharmacy" option, and not the manual option.



Step 2

Use the Filter to search for your pharmacy.



Step 3

Select the "Store Name" to choose a pharmacy from the search results list.

Community, A Walgreens Rx #16552	3148132160	3148132161	628 N NEW BALLAS RD SUITE A	CREVE COEUR	MO	6314
WALGREENS DRUG STORE #03305	3148784413	3148788055	12661 OLIVE BLVD	CREVE COEUR	MO	6314

Step 4

A green check mark will indicate that your pharmacy has been selected. (If you don't know your pharmacy off hand, we can add that when you come in for your appointment).

eRxAvailable	Name	Phone	Fax	Address
	WALGREENS DRUG STORE #03305	(314) 878-4413	(314) 878-8055	12661 OLIVE BLVD CREVE COEUR MO 63141633



PocketPatient

Similar to the Patient Portal, the PocketPatient is a mobile application (app) that conveniently gives you access to appointment information, your bill status, and other necessary details, saving you time on the day of your appointment.

POCKETPATIENT HIGHLIGHTS *From the Convenience of Your Phone*



Chat option allows you to get in contact with your provider and or healthcare team directly.



Easily access your medical records wherever you are.



Request prescription refills easily.



Check in for your appointment 24 hours in advance, similar to checking in for a flight, and save time the day of your appointment.

WHEN YOU ARRIVE

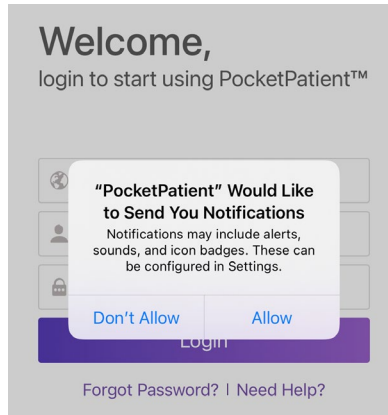
When you arrive for your appointment, the PocketPatient app will check you in, and advise you to stay in your car until our team contacts you to tell you to come in. Once you see this prompt, please come in and see the front desk staff.

POCKETPATIENT INSTRUCTIONS

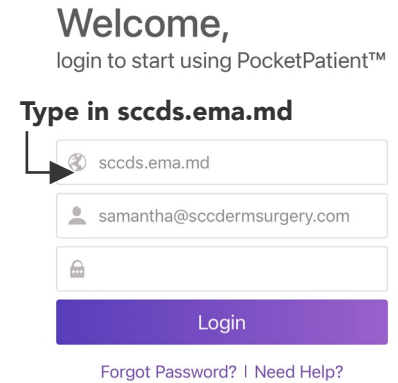
1. Download the PocketPatient app.
[Apple >](#)
[Google Play >](#)



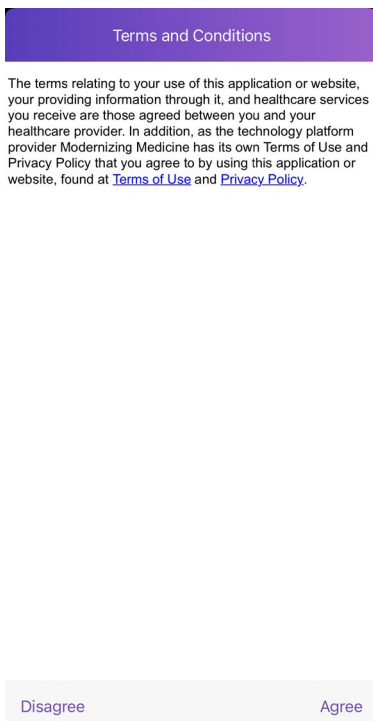
2. Allow the app to send you notifications.



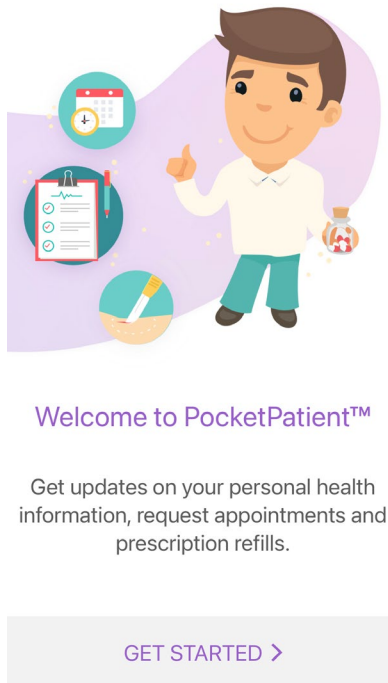
3. Put in the information you set up the portal with. (The username is your email. If you've forgotten your password, please click "Forgot Password?" to reset it).



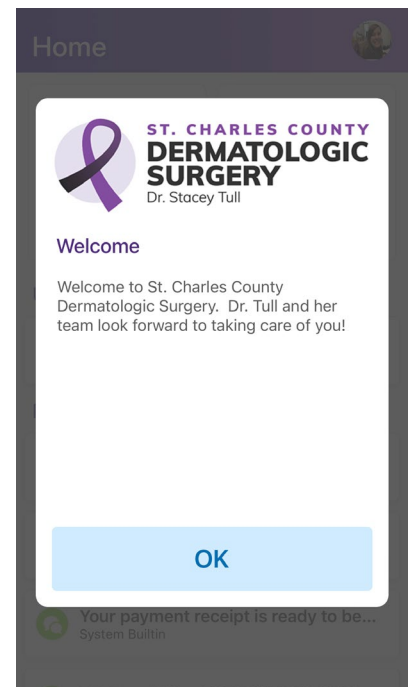
4. Agree to the terms and conditions.



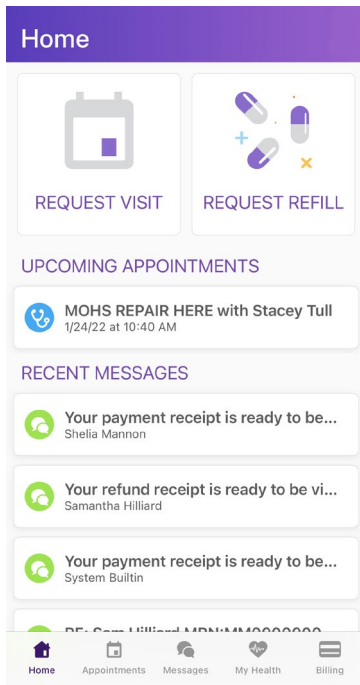
5. The app will prompt you to get started with your demographics. From this screen, you can request an appointment, or pay your bills.



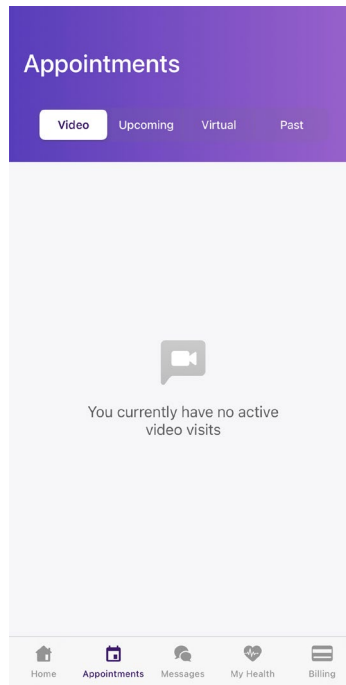
6. Dr. Tull will have a welcome message for you.



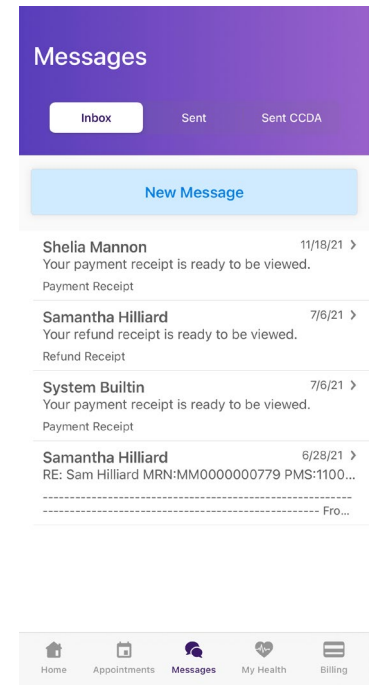
7. The home screen will display any upcoming appointments. It will also help you check-in, update any outdated information, or pay bills.



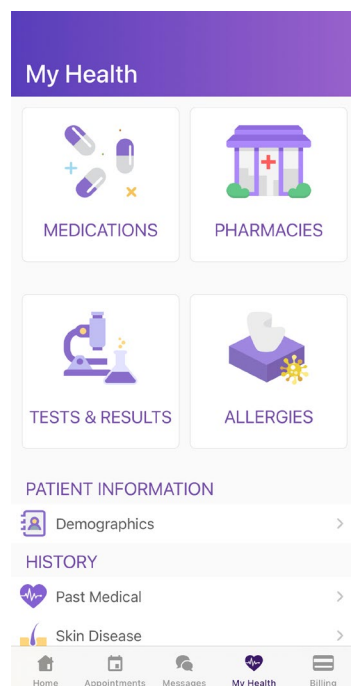
8. The next prompt will be video appointments. You can also request appointments from this section. In instances where COVID-19 causes us to offer virtual appointments only, this is where appointments with the SCC Derm team will take place.



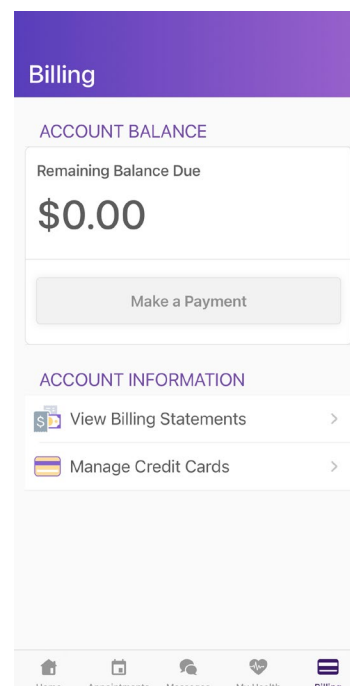
9. On the "Messages" page, you can send messages to Shelia, Mary or Dana regarding appointments or questions about billing.



10. Under "My Health," you can put in a request for refills on any medication, change pharmacies, look at any pathologies, or update any allergies.



11. Under "Billing," you can pay any outstanding bill, add a credit card, and view any statements.





In-Office Kiosk

Our in-office kiosk now allows you to update any information, sign any HIPAA or release forms, and pay their copay and or other balances that they might have.

This kiosk is located in the waiting area. To login, you can start with entering your name and DOB. If you are an existing patient and know your sign-on information, there will also be a prompt for that. Once you arrive, a staff member can help direct you further.

