

For your safety and convenience, our expert team can now see patients through scheduled virtual appointments on a secure platform. Virtual appointments are only available for routine office visits and cannot be used for emergency medical care.

If you are interested in utilizing a virtual appointment for your upcoming routine office visit, let a member of your care team know. Our helpful staff will send you instructions on how to download the application to your smartphone, tablet or computer and information on next steps for your virtual visit.

Zoom Instructions

New to Zoom? Check out this simple guide to get you started.

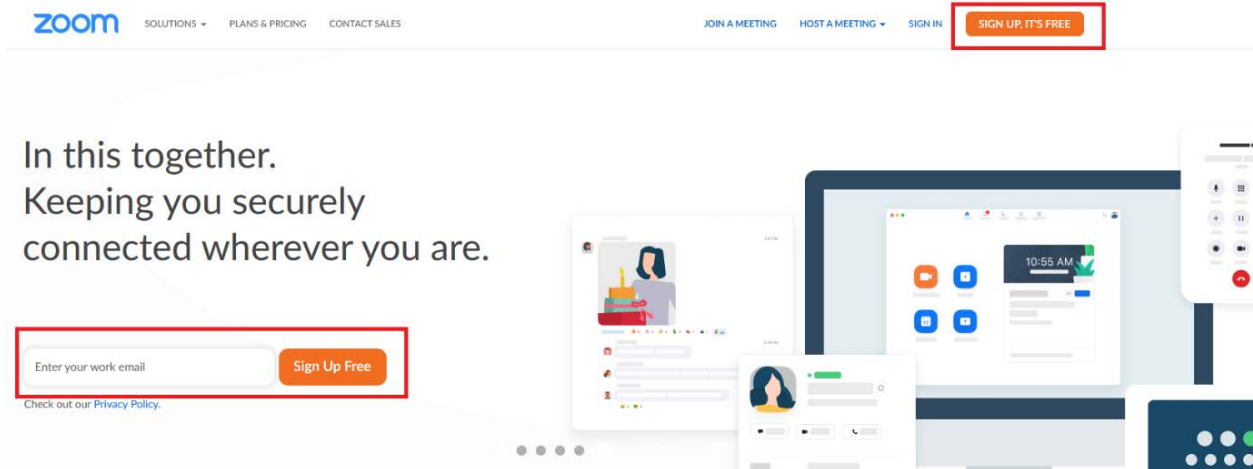
Zoom is a video conferencing system that has become very popular with more and more people working from home or unable to move due to the Covid restrictions.

Setting up your Zoom account

If you are on a desktop click on the link to access the Zoom website:

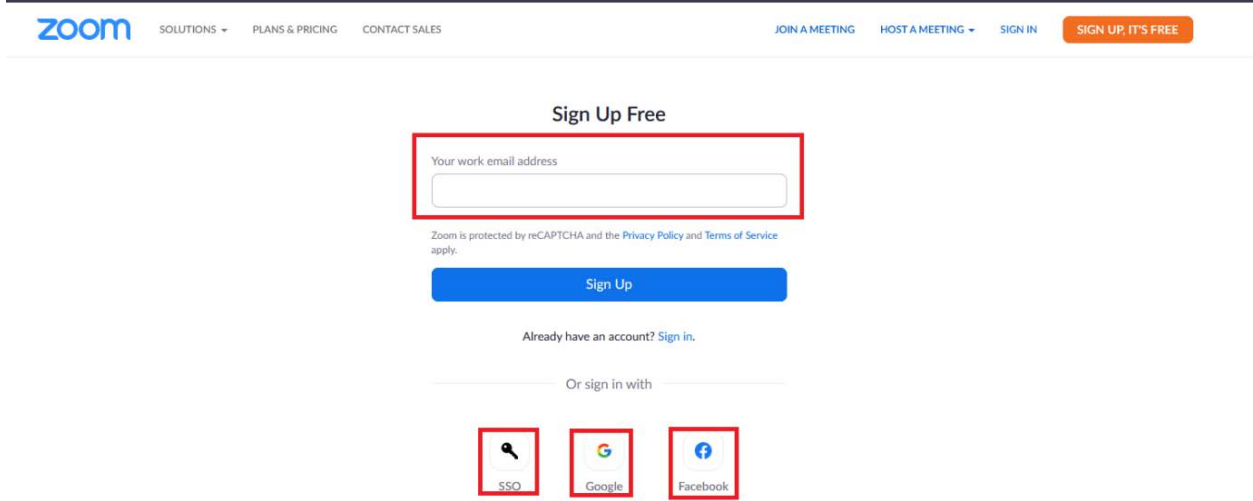
<https://zoom.us/>

Step 1: Click on “Sign up, it’s free” to access the free version.



Step 2: You can either:

Sign in with your work address (recommended if you are using Zoom for work meetings); or log in with SSO (Single sign on), your Google account or Facebook.



In this example, I have signed up with my email address and once this is done, Zoom will send an email confirmation that will enable us to start using Zoom:



We've sent an email to
Click the confirmation link in that email to begin using Zoom.


If you did not receive the email,

[Resend another email](#)

Step 3: Click on the link you have received in your inbox, to activate your account.

The link will open up in your browser where you will be asked to fill in your details.

1 Account Info ---- 2 Invite Colleagues ---- 3 Test Meeting



Welcome to Zoom

Hi, Your account has been successfully created. Please list your name and create a password to continue.

Password must:

- Have at least 8 characters
- Have at least 1 letter (a, b, c...)
- Have at least 1 number (1, 2, 3...)
- Include both uppercase and lowercase characters

Are you signing up on behalf of a primary or secondary (K-12) institution?

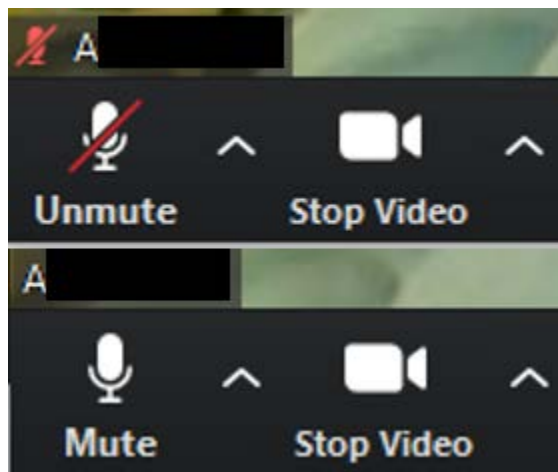
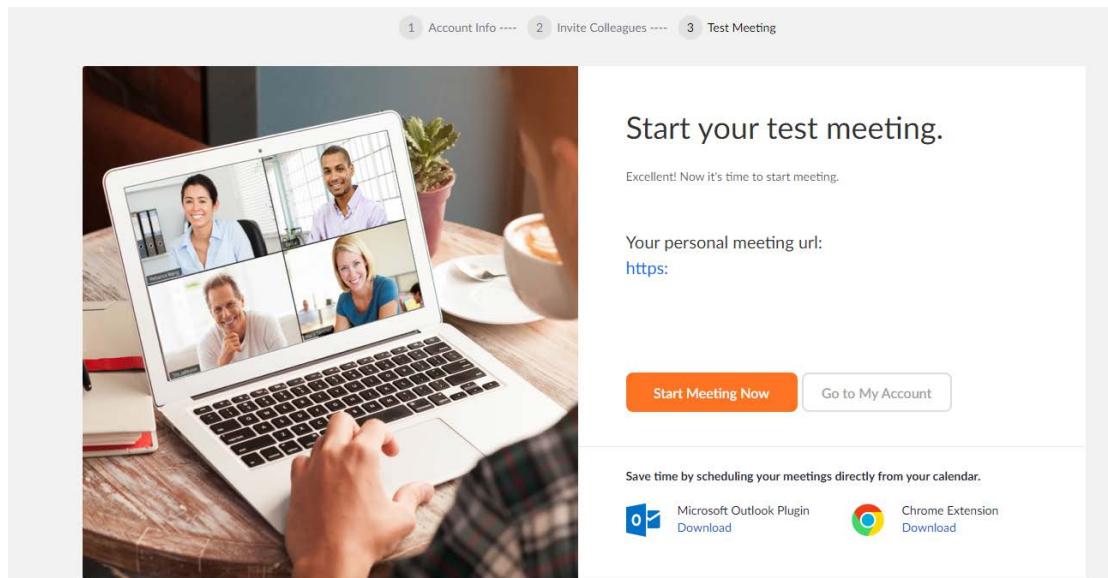
Yes No

By signing up, I agree to the [Privacy Policy](#) and [Terms of Service](#).

You will then receive a confirmation of your password change via email.

Zoom will ask you if you want to invite your colleagues to use Zoom. You can do so now or skip this step.

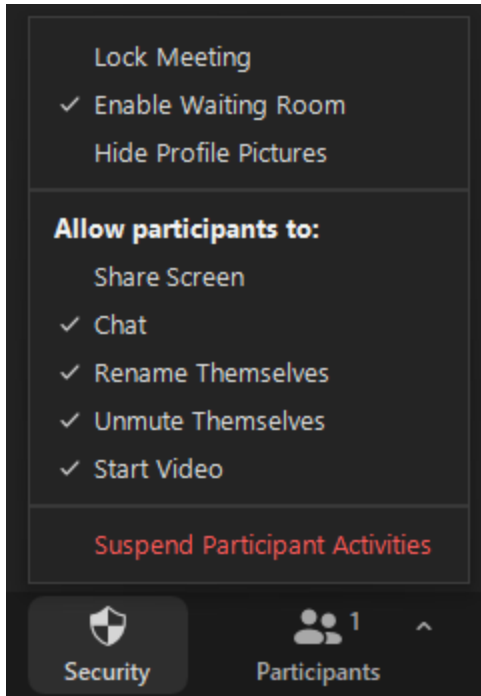
Step 4: You are provided with your personal meeting URL (which is the link starting with Http://....)



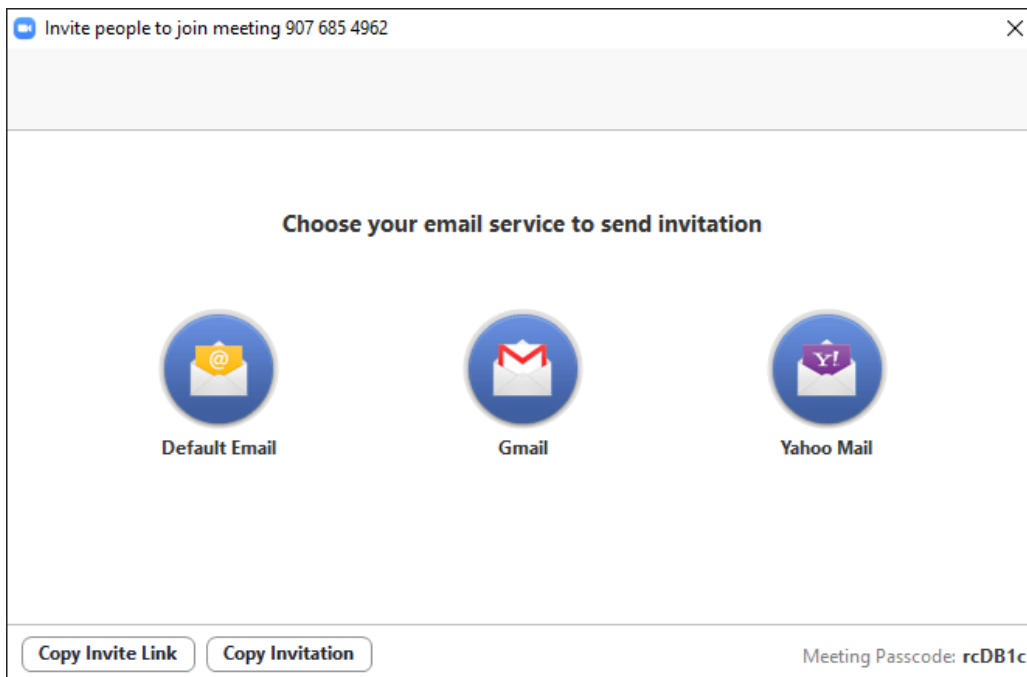
1- Mute – this will allow you to mute/unmute your microphone. When you join a meeting your microphone might be automatically unmuted so make sure you check it. See image for directions.

2 – Start Video – by clicking on Start Video you will start your video. If you have any issues with how your video displays you can also click on the small arrow next to “Start Video” and check your Video Settings.

3 – Security – by clicking on Security you will be able to modify some of the call settings, you can lock/unlock the meeting, enable/disable the waiting room, hide/unhide the profile pictures.



4- Participants – you can see the number of participants from here. If you want to invite people, you can also click on the small arrow next to “Participant” and “Invite participants”. This screen will pop up



5- Record – this will allow you to record the meeting on your computer.

6- Reactions – all participants have the option to use some of this emoticons. There is a “raise your hand” option that can be used in case of any questions.

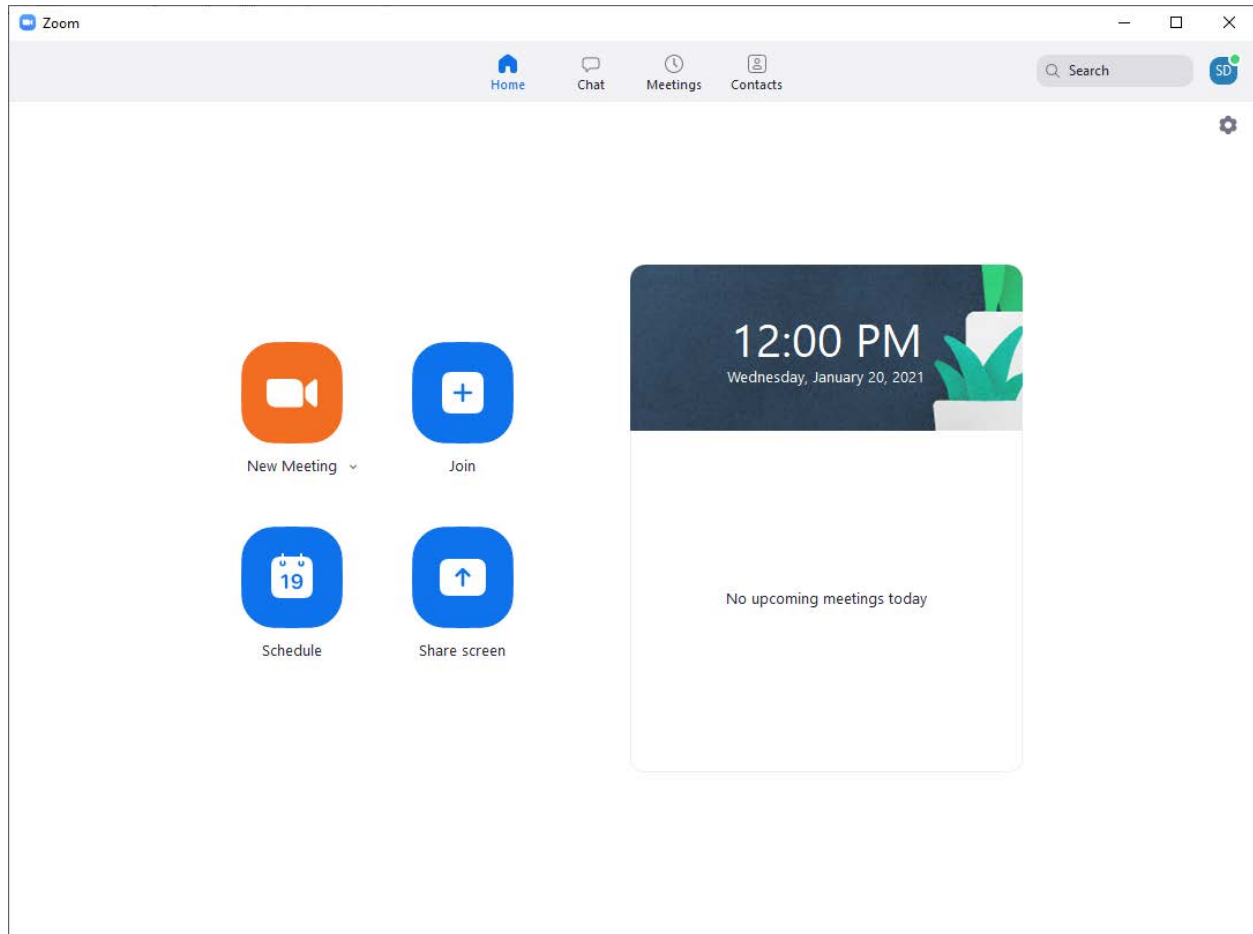
7- End – when you click on end you are given the option to:

- End the meeting
- Leave the meeting

Logging into your Zoom app on PC:

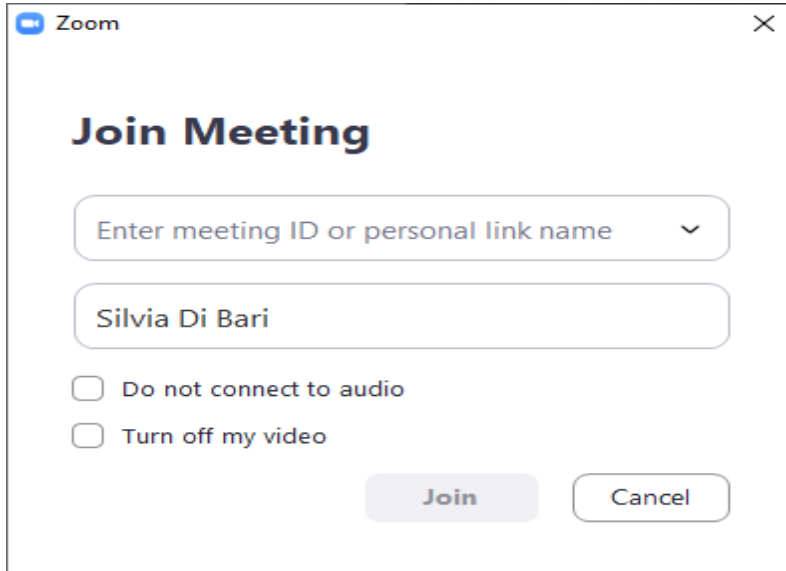
If you are logging into the Zoom app at a later time (not when you sign up), you will simply need to log in with you email and passwords.

You will then be presented with these options:



If you want to join a meeting you can just join from here. In order to do so you will need the Personal meeting ID or the personal link name which should be provided by the host of the meeting.

- Just enter the meeting ID and join and you will be admitted.

A screenshot of the Zoom 'Join Meeting' dialog box. The window title is 'Zoom' with a close button (X) in the top right corner. The main heading is 'Join Meeting'. Below the heading is a text input field containing 'Enter meeting ID or personal link name' with a dropdown arrow on the right. Underneath is another text input field containing the name 'Silvia Di Bari'. There are two checkboxes: 'Do not connect to audio' and 'Turn off my video', both of which are currently unchecked. At the bottom right, there are two buttons: 'Join' and 'Cancel'.

Telemedicine Instructions



Facetime

1. Use FaceTime over Wi-Fi or over cellular on supported iPhone or iPad devices.
2. Open the FaceTime app and sign in with your Apple ID. You can also do this from Settings > FaceTime.
3. To also register your email address on your iPhone, go to Settings > FaceTime > Use your Apple ID for FaceTime, and sign in with your Apple ID.
4. Accept the incoming FaceTime call the same way you would accept a phone call.