



# Wetaskiwin Family Medical Practice

## PROCEDURE MANUAL

### Virtual Appointment for Patients

September 2020

**\*\*\*The easiest way to connect to the Patient Portal / Virtual Appointments is through a mobile device\*\*\***

#### **Step 1: Logging into the patient portal**

Please log into the patient portal using the link from the WFMP website. You can do this on either your desktop computer using the Google Chrome web browser, or your Apple mobile device using the Safari web browser..

#### **Step 2: Enter the virtual waiting room**

If you scroll down the page, you will see that you can enter a virtual waiting room. **Please be aware that you can only do this 30 minutes before your appointment starts.** Once entered into the virtual waiting room, you will be asked to allow permissions for both your camera and your microphone.

#### **Step 3: Wait for the doctor**

After allowing permissions for your camera and your microphone, your Doctor will come into the virtual appointment. Following the appointment, the doctor will end the appointment and you will be free to carry on with your day 😊.