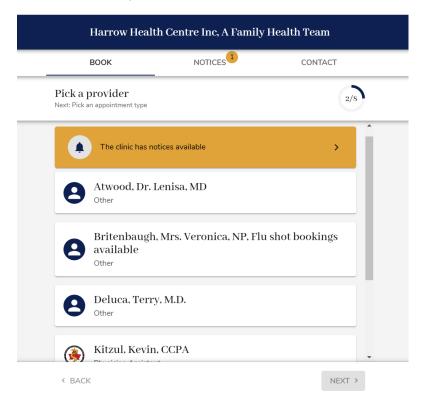


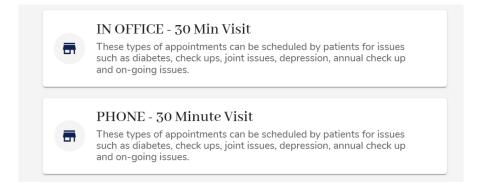
Online Booking Guide for the Harrow Health Centre

Online booking can be accessed at: www.harrowfht.ca/online-booking

1. Once you've opened the online booking page, choose your doctor, nurse practitioner, or physician assistant from the list, then click the "Next" button.



2. Choose the appointment type you're booking:

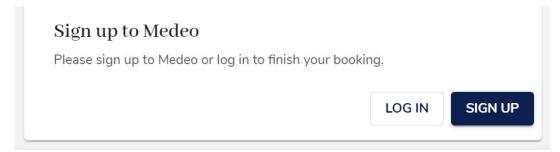




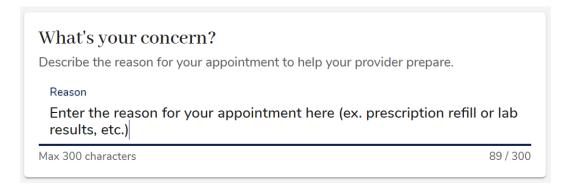
3. From the calendar view, choose the day (days in bold have appointments available), then the time you'd like to book.



4. If you already have a Medeo Account, click "Log In", if you don't have a Medeo Account, click "Sign Up" enter your information, then click "Accept Terms & Create Account."

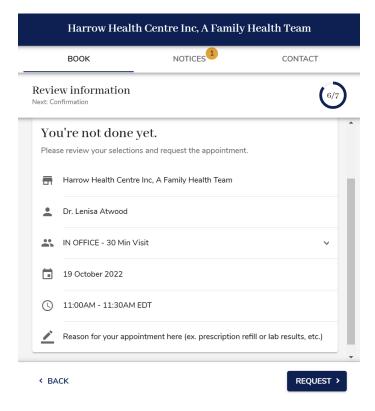


5. Enter your appointment reason in the text box.





6. You will see your appointment details, click "Request"



7. Once your appointment is requested, you will receive an email in your inbox to notify you.

Appointment request with Kevin Kitzul, CCPA at Harrow Health Centre Inc, A Family Health Team being reviewed > Inbox >





8. Once your appointment is reviewed, you will receive an email in your inbox to notify you whether your appointment has been accepted or rejected.

Harrow Health Centre Inc, A Family Healt... 3:54 PM (2 minutes ago) ☆ ← to me ▼



9. You can save this email and click on "SEE YOUR APPOINTMENT" if you need to cancel your appointment. This link will bring you back to the Medeo Login window.



Troubleshooting:

You must have a unique email address – if your email address has been used by another person (ex. spouse, parent) to create an account, you cannot use it in Medeo again. You will get the following message: "[Your Email] is already registered with Medeo."

Please go to <u>New Emails and Automatic Forwarding</u> for instructions on how to create a free email address and have all emails sent to your regular email inbox.

Please go to https://qhrtechnologies.force.com/patient/s/topiccatalog for Medeo troubleshooting and FAQs. Or call 1-866-729-8889 for the Medeo Customer Support Line.