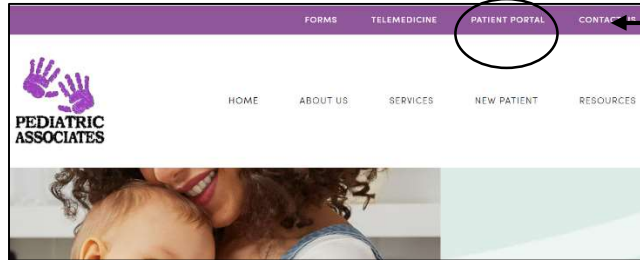


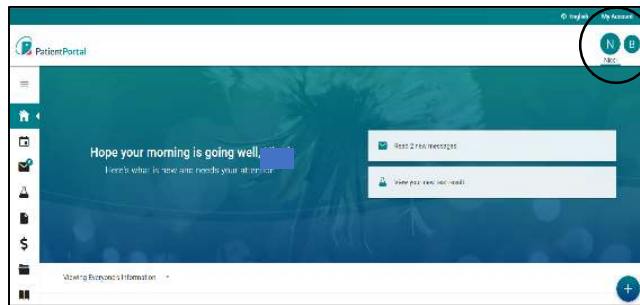
# Patient Portal

## Parent instructions to download/print/share *Child Health Assessments & Immunization Records*

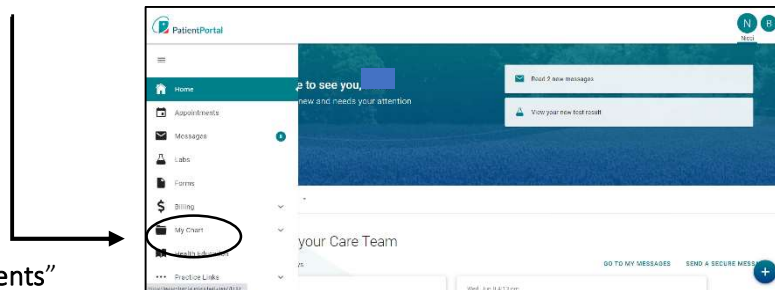
1. **Search your email** for a message from P.A.M. It will have your **PIN #** and a **link** to follow for the Patient Portal. If you cannot find the email, call P.A.M. to have another email sent (785-537-9030). *Once signed up, you can add additional children **within the portal** with each child's pin # (emailed). To do that, click "**my account**" and "**add child**" in the upper right hand corner.*
2. **For future log-ins**, go to <https://www.pediatricsmhk.com/>. Click on "**patient portal**" in the **upper right hand corner** to sign in. *Use a mobile desktop through a web browser on your phone or tablet to access the portal. **Do NOT use the app.***



3. Make sure you are on **YOUR CHILD'S** chart
  - a. Find your child's **initial** in a circle in the **upper right hand corner**

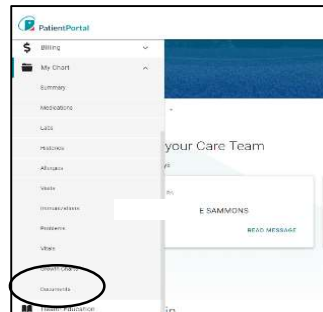


4. Find "**My Chart**" in menu on **left hand side**



5. Click on "**Documents**"

- a. You can find any form **that you have requested** Pediatric Associates Staff to upload for you.
- b. If you aren't finding uploaded forms, **make sure you are on your child's chart and not yours.**
- c. Click on the uploaded files and download to your phone, tablet, or computer
- d. "Share" the downloaded form to your email address
  - i. **Print and/or email to daycare/schools as needed**



6. *If you are having difficulty downloading forms from the portal, **please use a computer rather than a phone or tablet.***

