

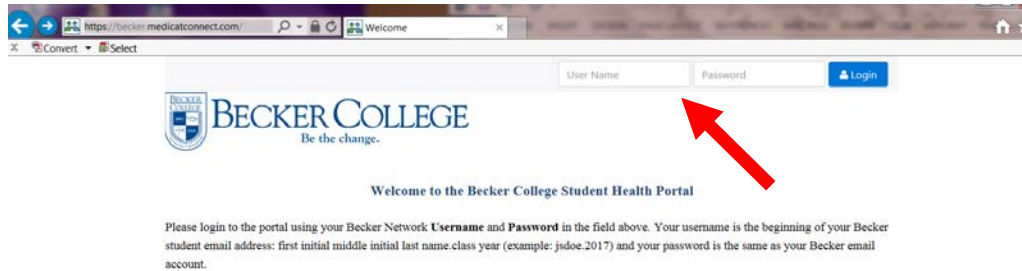


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Student Health Portal FAQ

Logging into the Health Portal:

- To login to the Health Portal, go to <https://becker.medicatconnect.com> or click on the Health Portal button on the Student Health Services webpage at <http://www.becker.edu/healthservices>.
- Enter your Becker username (i.e. jsdoe.2017) and your network password and click Login.



Health Requirements: Entering Immunizations, Completing Required Forms, and Uploading Documents

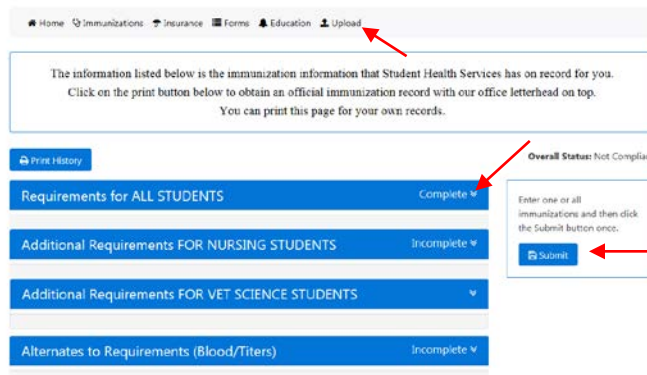
- Once logged in, the first requirement is to enter your immunizations, click on the Immunization tab.



- A four colored swirling circle will appear (as seen below) once you click on the Immunizations tab. This could take anywhere from a few seconds to up to 1 minute to run a compliance check for your health record. Please do not exit out of the page, it is supposed to take some time to generate.



- Please click on the drop down arrow for the appropriate sections. Here you will enter in the dates of the required immunizations and click submit. Then, you are **required to upload** the supporting documentation under the “Upload” tab in order for your immunization dates to be verified.





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- Please see the example of a test patient below after an immunization requirement has been submitted. You will see that 2 dates have been “verified” and 1 date has not. Please check the “Messages” tab at the top to see if a secure message is waiting from Health Services indicating why an immunization date was “not verified”. You can also send messages to Health Services under the “Messages” tab.

Requirements for ALL STUDENTS Complete ▲

Enter one or all immunizations and then click the Submit button once.

Submit

On File	Verified
Hepatitis B Series: 2nd shot 1 month after 1st, 3rd shot 5 months after 2nd shot received on 05/16/1994	Verified
Hepatitis B Series: 2nd shot 1 month after 1st, 3rd shot 5 months after 2nd shot received on 06/16/1994	Verified
Hepatitis B Series: 2nd shot 1 month after 1st, 3rd shot 5 months after 2nd shot received on 10/29/1994	Not Verified

Important: Please make sure you UPLOAD all supporting documentation under the “Upload” tab! Instructions on how to upload documents can be found on Page 3.

- After submitting your immunization dates, please click on the “Forms” tab and follow the directions to complete all of the **required forms** for Health Services, Veterinary Science (if applicable), and Athletics (student-athletes only). Electronic Forms are completed and submitted online without the need for printing anything. All forms that open as a PDF document, you **must** print, complete, sign and upload them under the “Upload” tab.

Home Immunizations Insurance **Forms** Education Upload

Veterinary Science/Pre Vet Requirements

- Becker College Waste Anesthetic Gases (Required)*
- Becker Veterinary Risk Assessment (Required)*
- Rabies Vaccination Waiver (Required)*
Please read document and either get the 3 dose vaccine series or sign the waiver to decline.

Health Services Forms

- Becker Health History Form (Required)*
- Religious Waiver (Optional)
- Immunization Record (Required)
Please upload your doctor's official immunization form or give this form to your doctor to complete.
- Medical Waiver Form (Optional)
Please have your doctor complete and sign this form if you need a medical waiver for vaccines.
- Meningococcal MCV4 Vaccine or Waiver (Required)
Please read this document and either get the Meningitis MCV4 vaccine (Menactra/Menveo/Menomune) or sign the waiver to decline.
- Physical Examination Form (Required)
Please upload your doctor's standard physical form or give this form to your doctor to complete. Physical must be completed after August 28, 2016.
- Tuberculosis (TB) Risk Assessment (Required)
This form must be signed by your physician and uploaded.

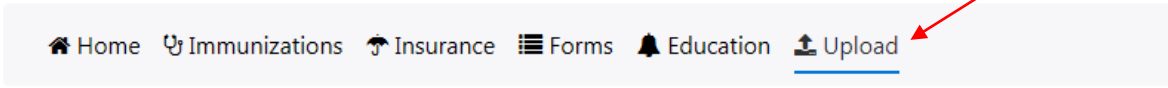
Athletics

- ADD/ADHD Medical Exemption Form (Required)



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- When you are ready to upload all of your documents, click the Upload button.



- Choose the document you are uploading from the drop down list (ex. Immunization Record). Then, click on “Select File”.

Documents available to be uploaded:
 ADD/ADHD Physician Documentation (Athletes)
 Immunization Record
 Lab Results
 Other Documents
 Physical Exam
 Physical Exam Athletics (Annual)
 Sickle Cell Testing Lab Result/Newborn Screening (Athletes)
 Sickle Cell Waiver Documentation (Athletes)
 TB Skin Test Documentation

Choose document you are uploading:
 Immunization Record

Please upload your immunization record that includes your full name and is signed and dated by your health care provider. You can find our Becker Immunization Record form under the Forms tab if needed.

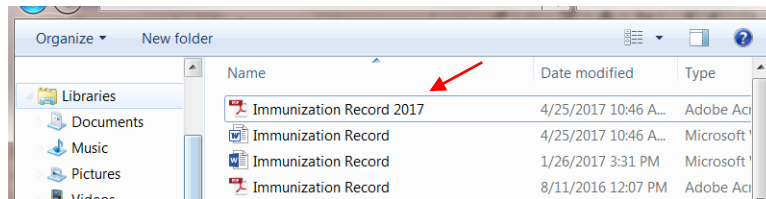
Select File

Documents already on file

Other Documents received on 4/28/2016

[View File](#)

- Select the file you want to upload by either double clicking it or by selecting it and clicking Open.



- You will now see the document you selected. Click Upload.

Choose document you are uploading:
 Immunization Record

Please upload your immunization record that includes your full name and is signed and dated by your health care provider. You can find our Becker Immunization Record form under the Forms tab if needed.

Change Immunization Record 2017.pdf

Upload

- Now you will see the newly uploaded document under the “Documents already on file” list.

Documents already on file

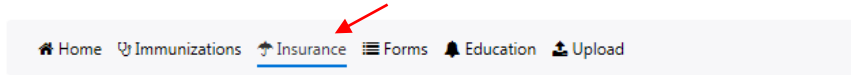
Immunization Record received on 5/1/2017

[View File](#)



Health Insurance: Upload Insurance Card and Waive OR Enroll in School Health Insurance Plan

- Please go here: https://www.universityhealthplans.com/letters/letter.cgi?group_id=190 to either ENROLL IN or WAIVE the School Health Insurance Plan. If you are **waiving** the health insurance, you know you have completed the form successfully when you are provided with a waiver confirmation code. Please print this confirmation code for your own personal records.
- Once this step is complete, please upload your health insurance card by clicking on the “Insurance” tab.



- Click on the blue “Add New” button, Enter Health Insurance Information, and click “Add”.

The form contains the following fields:

- Insurance Company: ADAC
- Policy Number *
- Group Number
- Effective Date: mm/dd/yyyy
- Expire Date: mm/dd/yyyy
- Policy Holder

- Click on “Front” and “Back” to upload a picture of the front and back of the health insurance card.

Insurances On File

Policy Number: [redacted] Entered: 5/1/2017
 Effective date of coverage: [redacted] Group Number: [redacted]
 Upload Card
 Front Back

Editing Your Profile: Adding Preferred Name, Preferred Phone Number, and Preferred Pronoun

- To edit your profile click on your name in the top right hand corner, and then click “Edit Your Profile.” Once the form opens, complete and then click save at the bottom.

The page shows the Becker College logo and navigation menu. The 'User Information' modal includes fields for:

- Home Phone
- Work Phone
- Cell Phone

An 'Edit Your Profile' button is located at the bottom left of the modal.