



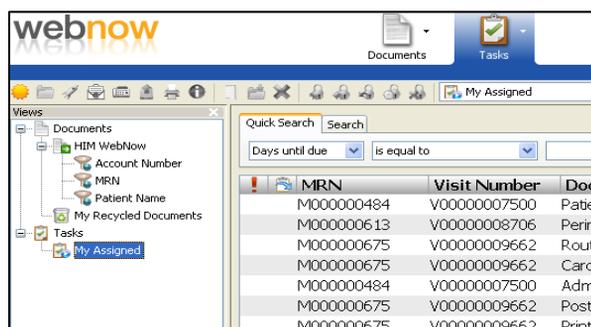
PROVIDERS ONLY

Sign Tasks with WebNow

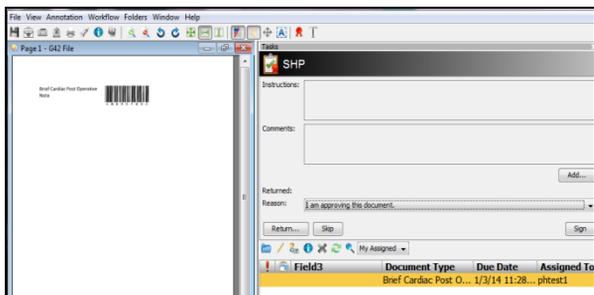
Please visit <https://gshinow.goodsam.org:708/webnow/>



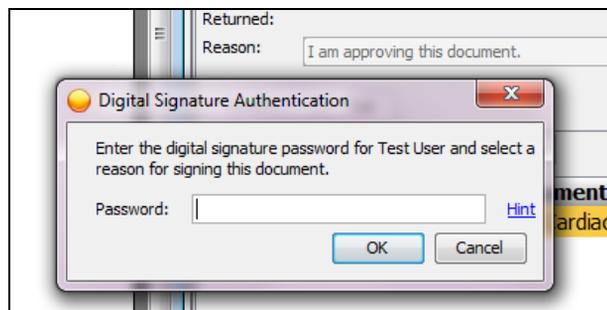
1) Log in with your Good Samaritan network account (Hint: Username is first initial and last name)



2) On the Left side of the window, expand the section labeled "Tasks". To view your tasks click on "My Assigned". Your tasks will appear on the Right.



3) To sign your tasks, double click on the first document in the list. This will open the document in Signature Mode, then click on SIGN.



4) You will be prompted to Enter your Digital Signature Password (PIN).

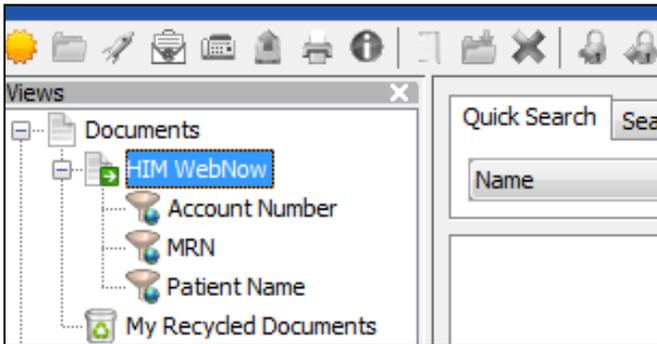
5) Once you enter your in your pin number, the task will be electronically signed and the next signature task will queue. Click the Sign button for the next task, you will not be prompted to enter the PIN until the next time you log in.



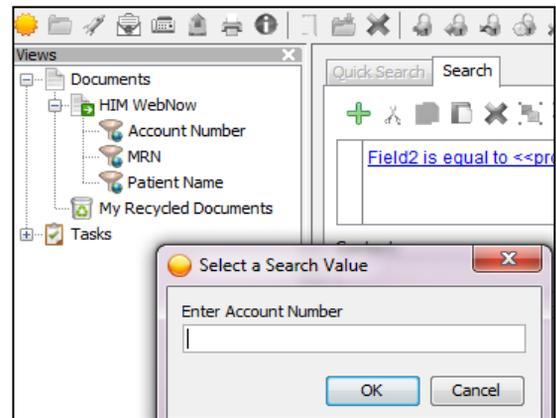
Access Scanned Medical Record Data

Please visit <https://gshinow.goodsam.org:708/webnow/>

- 1) Log in with your Good Samaritan network account
(Hint: Username is first initial and last name)



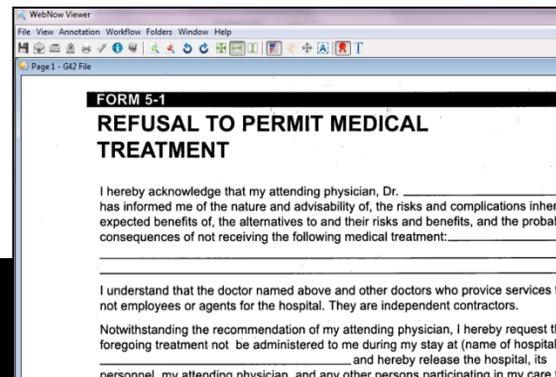
- 2) On the Left side of the window, expand the section labeled "HIM WebNow".



- 3) You can search for scanned documents by Account Number, MRN or Patient Name. To search for a patient, click on one of the options to open the search window. Account and MRN numbers can be shortened by using the % before the string of numbers. Example the Account Number V0000009670 can be found by entering %9670.

| MRN | Account Nu... | Patient Name | Document Type |
|---------------------------------|---------------|--------------|---------------------------------|
| Account Number: V0000009662 | | | |
| Category: | | | |
| Category: Advanced Directives | | | |
| Category: Ancillary/Education | | | |
| Category: CONFIDENTIAL | | | |
| Category: Consents/Demographics | | | |
| M00000675 | V0000009662 | CBT, JAKE | Refusal to Permit RHO(D) Imm G |
| M00000675 | V0000009662 | CBT, JAKE | HIPAA Acknowledgment Form |
| M00000675 | V0000009662 | CBT, JAKE | Refusal to Permit Medical Trtmt |
| M00000675 | V0000009662 | CBT, JAKE | Adm Pt's Belongings Inventory |
| M00000675 | V0000009662 | CBT, JAKE | Informed Consent to Hysterecto |
| M00000675 | V0000009662 | CBT, JAKE | STEMI Data Review |

- 4) Expand your search results to display the document categories. The categories mimic the tabs within the Medical Record. Double click on the document you wish to view. This will open the document in a viewer window.



- 5) You can print from the Document Viewer by clicking on the printer icon. To close the document, click on the X in the upper right corner of the window.