

Welcome New Family,

We are pleased you have shown interest in Hamblen Pediatric/Hometown Pediatric as your primary pediatric choice. Our mission is to provide your child with state of the art medicine with a caring touch in an environment where patient care is first and foremost. We are pleased to offer a patient portal to better serve you. The patient portal will allow you to register your child online so that you are able to ensure that all information is correct. The portal will allow you to see all of your child's records at Hamblen/Hometown Pediatric including; shot records, visit summaries, growth charts, allergies, prescriptions, in-house lab results, account balances, etc. As technology advances more tools will be available. The patient portal is easily accessible with internet access and is formatted for easy use on all mobile devices.

Our patient portal can be found at:

<https://summitpediatrics.patientmedrecords.com>

Once your child is a registered patient at Hamblen Pediatrics/Hometown Pediatric you can become familiar with the patient portal.

A few quick tips regarding the portal:

- If using a smart phone: the patient portal sign-in will be located under the "Navigation" tab.
- You must select your child's name before locating their information on the corresponding tabs.
- If you navigate off of your child's portal account it can be found by clicking "Online Patient Services" on the left hand column.

- You will need to sign back into the patient portal before viewing messages.

Please do not hesitate to ask any questions that you may have. We can be reached at 423 581 3904 (Morristown), 865-475-5377 (Jefferson City) and 865-453-9980 (Sevierville) during our normal business hours Monday, Tuesday, Wednesday, Thursday, and Friday 8am-5pm.



Patient Registration

Go to our portal <https://summitpediatrics.patientmedrecords.com> to register your new baby/child as a patient at Hamblen Pediatrics!

- Click **create account**.

Sign In

Email Address

Password

Remember Me

Sign In

[Create Account](#) [Forgot Password](#)

- Enter **your** first name, last name, email, password, security code then click create account.

- You will see the following message:

"Your account has been created and a welcome email has been sent to (your email). Before you can log into your account, you need to click the account verification link in the welcome email."

Create Account

Account Information

Please enter the required information below.

First Name: []

Last Name: []

Email: []

Password: []

Verify Password: []

Captcha

Please type the letters and numbers you see in the image into the box!

[Image]

Captcha Answer: []

Create Account

- When you click the link in your welcome email you will see the following message, "Your email address had been verified and your portal account is now active. Click here to go to the main page. Please sign in using your email and password." Click the underlined phrase.

Portal Account Confirmation

✔ Your email address has been verified and your portal account is now active. Click here to go to the main page. Please sign in using your email address and password.

- You will see a link to continue registering your family. Please fill out **all** information, including questions on far right side. Ensure you have also chosen Hamblen Pediatrics for your child's "Practice Location"

Click on your child's name to access their records

⚠ You are not authorized to view medical information for any patients. If you are new to the practice, please click here to register your family with the practice. If you are an existing client and you feel you have received this message in error, please see the help page.

- When finished registering all family members, click submit to complete.

Submit

Portal Guide <https://summitpediatrics.patientmedrecords.com>

- Log-on with given email and temporary password
- Website will guide you to change the password to your liking and have you choose and answer a security question
- Once log-on is complete all children should be visible on family tab along with item assigned to you.
- To view a particular child's record you simply click on the highlighted name of the child and navigate through the tabs.
 - My Account Tab:
 - Contact and Personal Information
 - Change Email Prompt
 - Patient Information:
 - Allergies
 - Forms
 - Growth Measurements
 - Imm Record
 - Labs
 - Links & Handouts
 - Patient Information- Ethnicity, Race, Language!
 - Prescriptions- Current and Past
 - Problem List
 - Visit History
 - Appointments and Requests:
 - Appointment Request- General time frame with blocked time settings that will come through the message center. Be sure to check messages throughout the day as patients will most likely use this feature to schedule well appointments. They can either leave you a message to call or you can respond with a message of the time and date of their appointment.
 - Form Request- They can send a message requesting a form for daycare, medication, TN immunization, or sports.
 - Records Request- this feature allows them to click the request records button which will send office staff a message to release records to the patient without a release form being faxed to the office.
 - Referrals- the parents can type in the name of specialist, location of specialist, reason for visit, planned date of visit, insurance

company, and insurance ID number and submit it to office staff to complete.

- Message Tab- Allows parents/patients to communicate with office staff about various issues. This is not yet a nurse call feature.