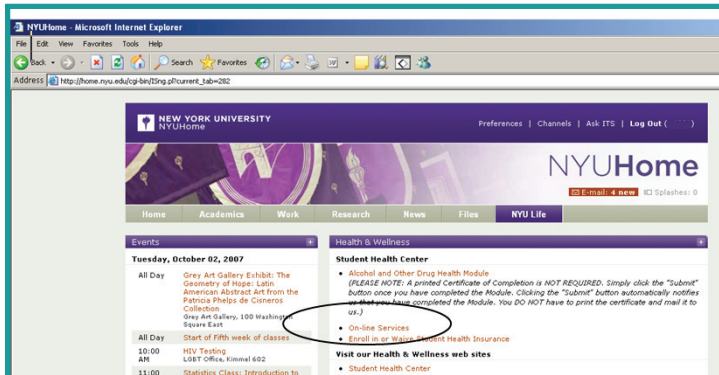


ONLINE APPOINTMENT SCHEDULING

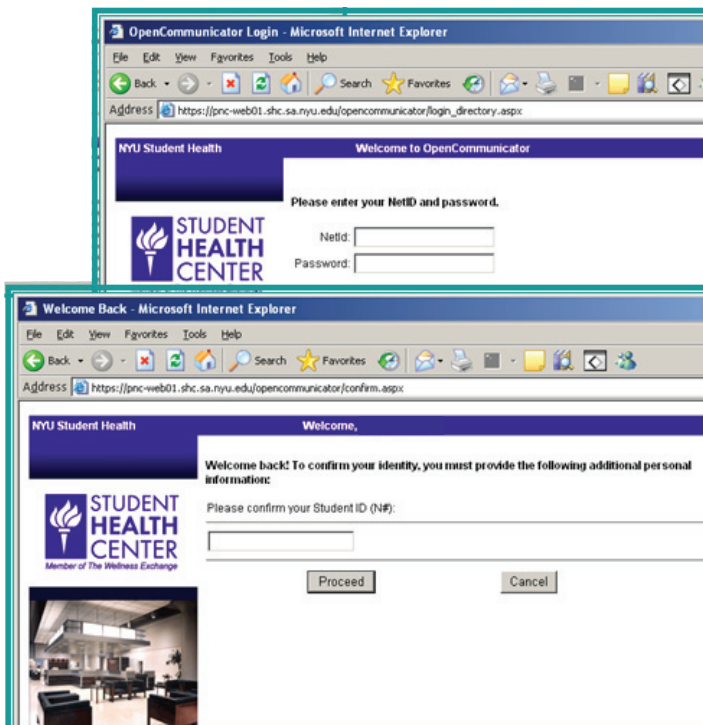
As part of an ongoing effort to improve services at the Student Health Center, appointments may now be made online for select departments. Follow these steps to make an appointment online:



1

Log into **NYU Home** and click on the **NYU Life** tab.

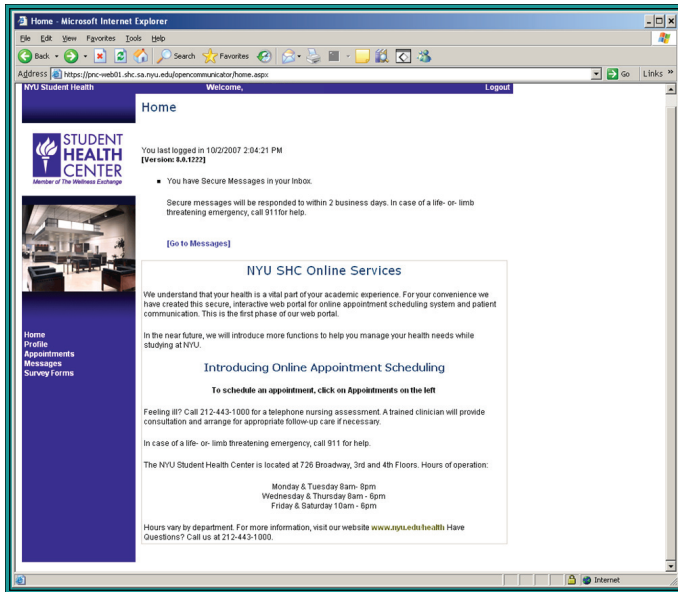
Click on **“ON-LINE SERVICES”**



2

Log on to **OpenCommunicator** with your Net ID and password and confirm your Student ID (N#).

ONLINE APPOINTMENT SCHEDULING



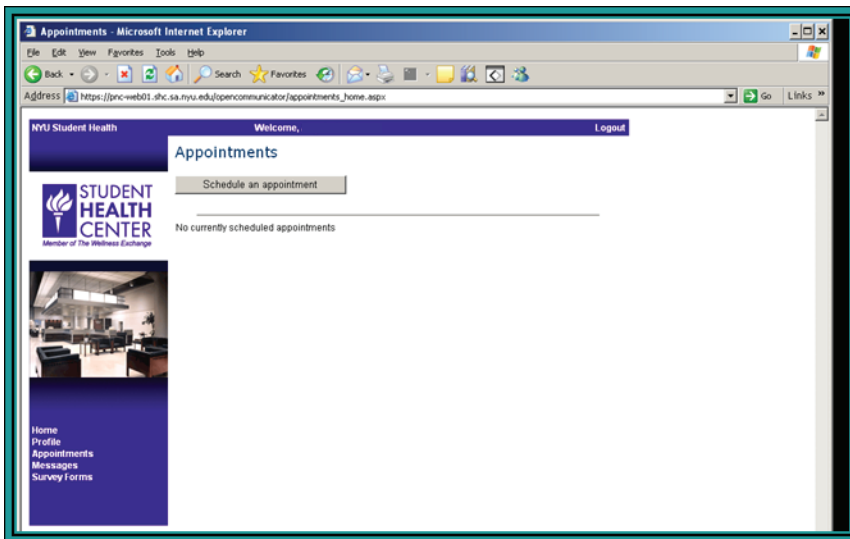
3

Departments currently using Online Appointment Scheduling:

- Primary Care
- Women's Health

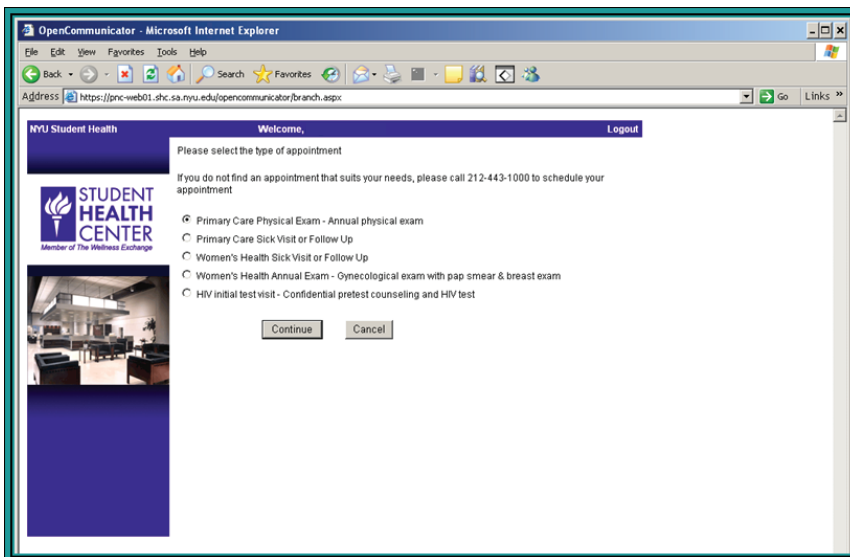
Never book an appointment for an urgent health issue. **Always dial 911 immediately in a life or limb-threatening emergency.** Call 212-443-1120 during business hours to speak with a healthcare representative if you need assistance.

Click on **Appointments** on the left to schedule an appointment.



4

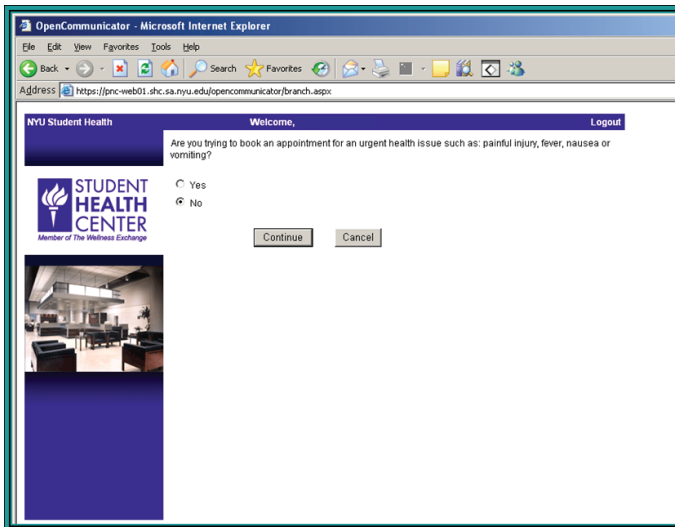
Click on the **“Schedule an appointment”** button.



5

Select the type of appointment you want to make and click the **“Continue”** button.

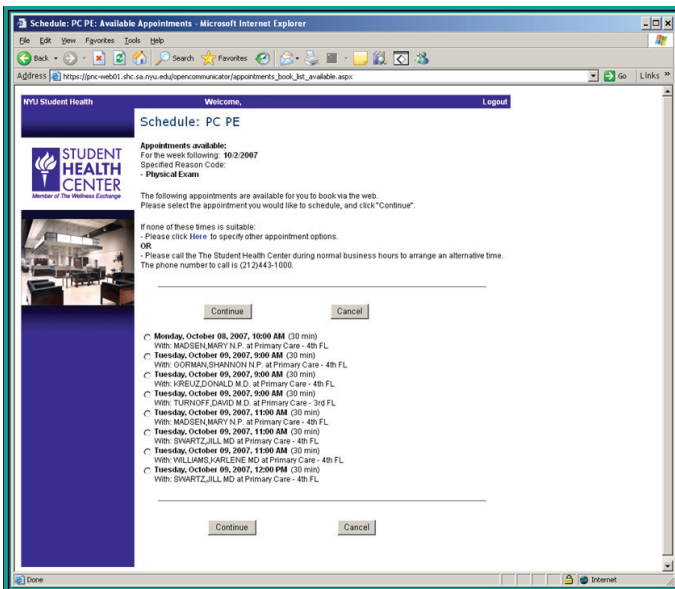
ONLINE APPOINTMENT SCHEDULING



6

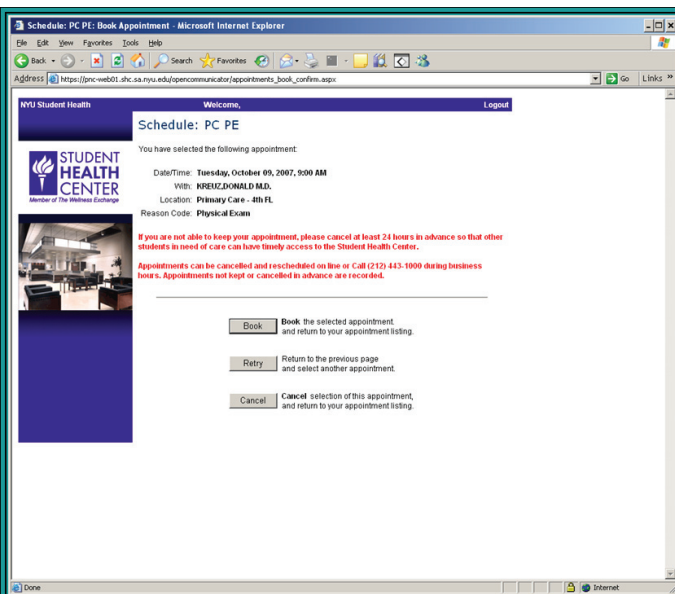
Answer the question, then click the “**Continue**” button.

Never book an appointment for an urgent health issue. **Always dial 911 immediately in a life or limb-threatening emergency.** Call 212-443-1120 during business hours to speak with a healthcare representative if you need assistance.



7

The scheduler will display appointment times available for the next week. Select a date/time and click the “**Continue**” button.

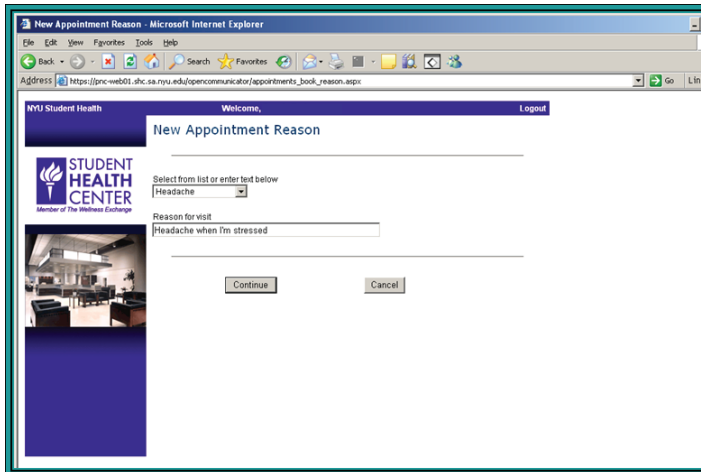


8

Select one of the following:

Book to confirm booking the appointment.
Retry to select another appointment of the same type.
Cancel to go back to the front page.

ONLINE APPOINTMENT SCHEDULING



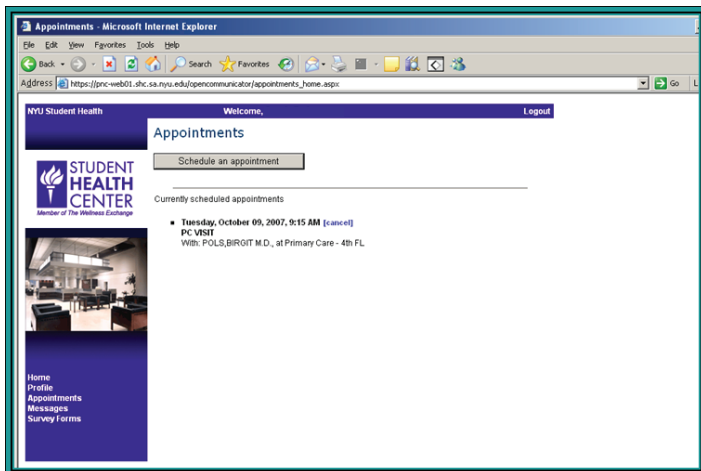
The screenshot shows a web browser window titled "New Appointment Reason - Microsoft Internet Explorer". The address bar shows the URL: https://pnc-web01.shc.sa.nyu.edu/opencommunicator/appointments_book_reason.aspx. The page header includes "NYU Student Health" and "Welcome, Logout". The main content area is titled "New Appointment Reason" and contains a form with the following elements:

- A "Select from list or enter text below" dropdown menu with "Headache" selected.
- A "Reason for visit" text input field containing "Headache when I'm stressed".
- "Continue" and "Cancel" buttons at the bottom.

The left sidebar features the "STUDENT HEALTH CENTER" logo and a navigation menu with links for Home, Profile, Appointments, Messages, and Survey Forms.

9

For a sick visit (non-annual visit), you must either specify a *Reason Code* from the list or enter one in the free-text field, or both.



The screenshot shows a web browser window titled "Appointments - Microsoft Internet Explorer". The address bar shows the URL: https://pnc-web01.shc.sa.nyu.edu/opencommunicator/appointments_home.aspx. The page header includes "NYU Student Health" and "Welcome, Logout". The main content area is titled "Appointments" and contains the following elements:

- A "Schedule an appointment" button.
- A section titled "Currently scheduled appointments" with a list item: "Tuesday, October 09, 2007, 9:15 AM [cancel] PC VISIT With: POLS,BIROIT M.D., at Primary Care - 4th FL".

The left sidebar features the "STUDENT HEALTH CENTER" logo and a navigation menu with links for Home, Profile, Appointments, Messages, and Survey Forms.

10

After booking, the appointment is now confirmed.

If necessary, you can cancel the appointment from this screen.

For more information about Student Health Center services, visit:

www.nyu.edu/health