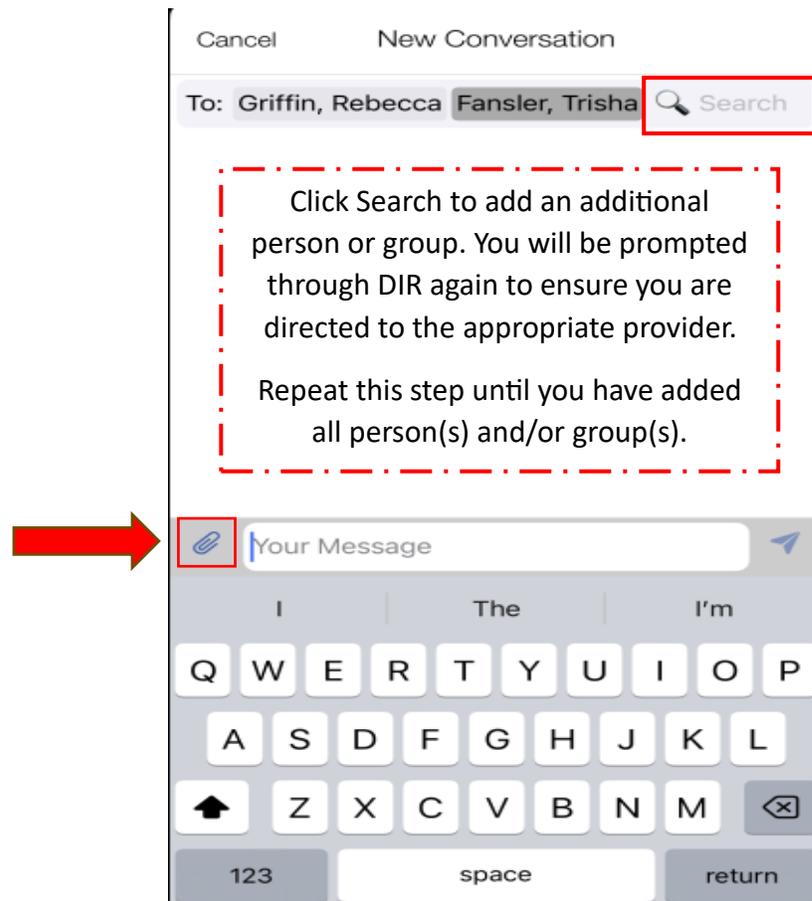


PerfectServe – Dynamic Group Messaging and HIPAA Compliant Image Sharing

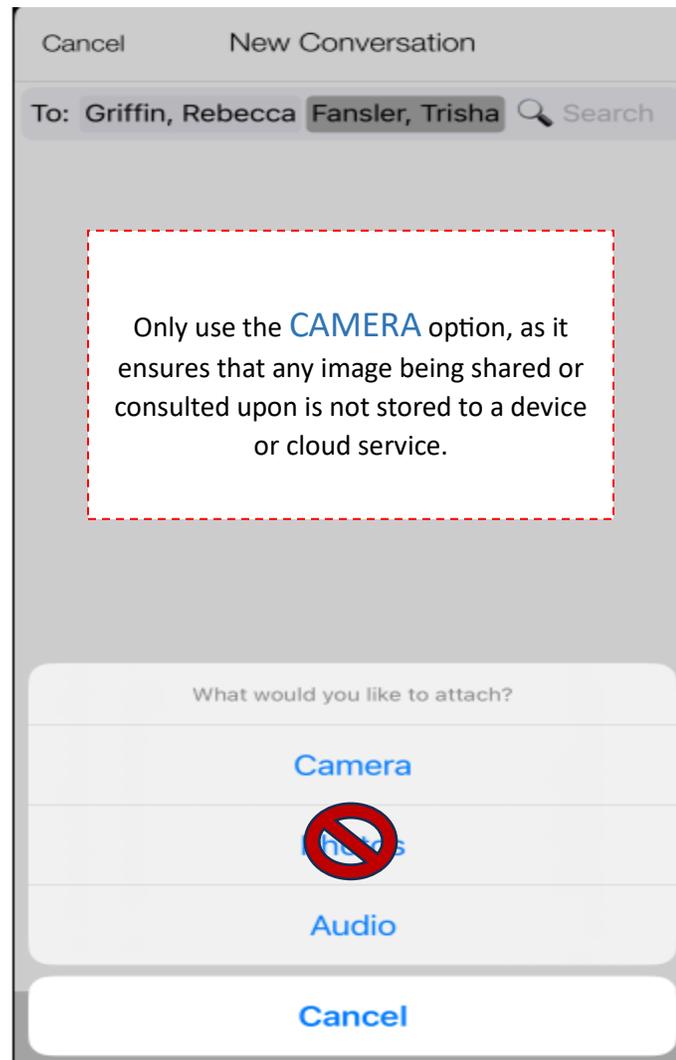
Composing a New Group Message

1. Select the new message icon to start. 
2. To find the person you wish to reach, either scroll through filter options: My Directory, Favorites, Groups, Practitioners, Care Team, All PerfectServe or utilize the Search box. To search, type the name of the person or group you wish to reach. You can also search by practice name, specialty, or role.
3. Once you have selected the individual or group you wish to contact, you'll be prompted through Dynamic Intelligent Routing (DIR).



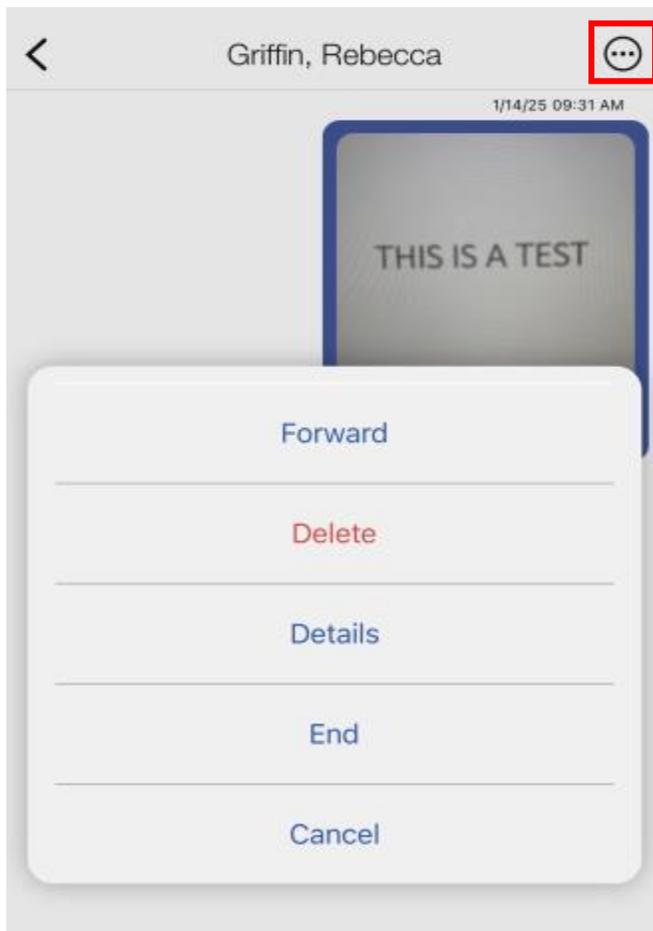
HIPAA Compliant Image Sharing

1. After you have selected all persons and/or groups you wish to contact, the PerfectServe application for practitioners gives you the ability to send HIPAA compliant images for consultation.
2. Begin by clicking the paperclip in the upper left section of your phone's keyboard as depicted in the previous image.



Forward a Group Message

1. Select the three-dot icon in the top right corner of the message.
2. Select Forward from the display options
3. Search for the person and/or group you wish to the message to. You can send to more than one individual



If you have any issues or concerns, please reach out to your local CIS Team or Provider IT Support Specialist.