

How Do I Enroll?

You will receive login information from your Kootenai Clinic Cancer Services care team which will give you access to your Online Patient Portal. See instructions within.

Can my family access my Online Patient Portal?

Yes, you can give family members, such as parents, children or health care proxies, access to the Online Patient Portal.

Is My Information Safe?

Yes. Online Patient Portal passwords are encrypted and the webpages are designed so that the information cannot be copied and pasted. You and authorized family members are the only ones who can access your Online Patient Portal. Also, a timeout feature protects your information if you leave the page open.

What if I need to troubleshoot CareSpace?

Please contact Kootenai Clinic Cancer Services during regular business hours if you have any trouble logging into CareSpace.

Cancer Services

Coeur d'Alene
700 W. Ironwood Drive, Suite 130 E.
Coeur d'Alene, Idaho 83814
208.625.4700 **tel**
800.562.9608 **toll free**

Post Falls
1440 E. Mullan Avenue
Post Falls, Idaho 83854
208.625.4900 **tel**
800.562.9608 **toll free**

Sandpoint
at Bonner General Health
520 N. Third Avenue
Sandpoint, Idaho 83864
208.265.7111 **tel**

Online Patient Portal: CareSpace



Kootenai Clinic Cancer Services is accredited by the American College of Surgeons Commission on Cancer. Cancer services has been continuously accredited since 1990.



kh.org/cancer



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What is the Online Patient Portal?

The Online Patient Portal, CareSpace, is a convenient and secure health management tool you can use anywhere you have access to the Internet. Through the Online Patient Portal, you can:

- ▶ View a summary of your clinic visits, as well as the ability to verify your personal information
- ▶ Access education resources on your diagnosis and treatment
- ▶ Access your medical information from the comfort of your own home
- ▶ View lab and imaging reports once they have been released by your physician
- ▶ Share medical information with your family or caregiver
- ▶ Print out information for your records or for your primary care physician
- ▶ Secure messaging to and from the Cancer Services nursing team

Steps to Get Started

- ❑ 1. You will receive login information from your Kootenai Clinic Cancer Services care team
- ❑ 2. Check your email for a registration link
- ❑ 3. Create a password
- ❑ 4. Log in using your email, password and date of birth

New user registration

Create your password

Email

Password

Confirm password

Confirm your date of birth

I agree to the [terms of service](#)

[Create Password](#)



Step for Returning Users

- ❑ 1. Log in using your email and password

Login

Email

Password ([Forgot password](#))

Remember Me

[Login](#)

Tips for Registering Your Account:

- ▶ ***My registration link has expired. How do I setup my account?***

To make sure your information stays safe, registration links expire after four days. Give our practice a call if you need to be sent a new link
- ▶ ***What do I do if I never received a registration link from my practice?***

Check your spam folder. If you still don't see one, give our practice a call.
- ▶ ***What happens if I forget my password?***

No problem, you can reset your password yourself. Look for the "forgot password" link on the login page at www.carespaceportal.com