

Meditech Patient Portal Self-Enrollment Instructions

1. Visit nidhealth.org/register
2. Enter required information (Legal name, date of birth and your email address)
Note: You will need to use the same email address that we have on file.
3. Click on **Submit** to continue.



Enrollment Request


Last Name

First Name

Date of Birth
Year Month Day

Email Address

Confirm Email Address

 **Submit**

Have an account? [Log On](#)

If enrollment request is unsuccessful, you will receive the following message: →

In this instance, the patient did not previously provide an email address.



Enrollment Unsuccessful

Your Name,

The enrollment was not successful. To successfully self-enroll the legal name, date of birth and email **MUST** match the information on the patients' record.

Please email our helpdesk securely at helpdesk@kh.org with your full legal name, date of birth and email address to best serve you.

If you are not comfortable emailing this information, please call our patient portal line at (208) 625-5554.



If enrollment request is successful, you will receive the following message: →

Go to your email to continue your registration.

Do not click "Log on" from this screen. →

Enrollment Successful

Your Name,


You have successfully enrolled with the patient portal system. A message has been sent to the email address provided to complete you portal registration process.

Please complete this setup process prior to attempting to log in.

[Log on](#) to the Patient Portal.

12.17.2020


4. Check your email for a message from mtportal@NIDhealth.org with a link to complete registration.

 mtportal@NIDhealth.org
Patient Portal Password

Dear Your Name,




Please click the link below to complete your NID Health patient portal enrollment or reset your password.

Please note: If you are using Internet Explorer, confirm that Adobe Reader is installed on the device that you are accessing the Portal with. Internet Explorer does not have a PDF viewer built into the browser. Alternatively, use Chrome or Firefox to access the Portal. These browsers do have a PDF view built into the browser.

[Click here to sign in.](#) 

5. Click on the link in your email to create a Logon ID and Password. You will need to use the criteria provided and choose three security questions from the drop down menu to Continue.

NOTE: *Your Logon ID cannot include symbols (@#! etc..) or spaces.
(An email address does not meet the criteria for Logon ID.)*

Please select a new Logon ID and Password. Also define the Security Questions to activate your user.


Change Logon ID and Password

Logon ID must:

- Contain no fewer than 8 character(s)
- Contain no more than 30 character(s)


Password must:

- Contain no fewer than 8 character(s)
- Contain no more than 99 character(s)
- Contain no fewer than 1 numeric character(s)






Remember to make note of your Logon ID and Password for future reference.

New Logon ID	<input type="text" value="YourName"/>
New Password	<input type="password" value="*****"/>
Confirm New Password	<input type="password" value="*****"/>
Security Question	<input type="text" value="In what city (full name of city) was your Mother born?"/> ▼
Security Question Answer	<input type="text" value="Boise"/> ▼
Security Question	<input type="text" value="In what city (full name of city) were you born?"/> ▼
Security Question Answer	<input type="text" value="Coeur d'Alene"/> ▼
Security Question	<input type="text" value="In what year was your Father born?"/> ▼
Security Question Answer	<input type="text" value="1950"/> ▼



6. The last step is to read and agree to the User Agreement (Terms and conditions) form. By clicking **Accept**, you will be logged into the portal.

User Agreement

Health Record: Allows you to view information entered into core parts of your electronic health record (e.g. allergies, lab results, radiology reports, medication lists, and visit history, etc.). These are available for you to review and check for accuracy as well as print for other physicians or to keep for your records. If needed, you may obtain a full copy of your electronic health record by contacting Medical Records at:

Kootenai Health: (208)625-6237
 Benewah Community Hospital: (208) 245-7624
 Bonner General Health: (208) 263-1441 ext. 1130 or ext. 1549
 Boundary Community Hospital: (208) 267-3141 ext. 4250

*Note: If this portion is not complete, we still have the information. Certain documents will not be available for viewing via Health Portal.

Medications: Allows you to view your current and past medications entered by your physician or clinical staff.

Profile: Contains your demographic information, insurance and personal contacts. Allows to view and request changes to your information.




Protecting Your Private Health Information and Risks:
 This method of communication and viewing information through the Health Portal is designed to prevent unauthorized parties from being able to access or read email messages while they are in transmission by using encryption. Other security measures protect information maintained within the Health Portal site. The website for the Health Portal has trusted site certificate, which is viewable from your browser's task bar. (You can learn more about trusted sites by going to <http://windows.microsoft.com> and searching: "When to trust a website.")

Keeping email messages secure depends on two (2) additional factors: (a) the secure message must reach the correct email address, and (b) on the authorized individual must be able to get access to it. Only you can make sure these two (2) factors are present. We need you to make sure that we have your correct email address and are informed if it ever changes. You also need to keep track of who has access to your Health portal account, so that only you or someone you have authorized can see messages received or other information in your Health Portal. You should protect your Health Portal login information from anyone whom you do not want to access your Health Portal account and notify us immediately of any unauthorized use of your login information or if you believe that your login is no longer confidential.


We will not answer questions or send protected health information by regular email. Even with these security measures, we cannot guarantee the confidentiality, security or integrity of Health Portal information. To the fullest extent allowed by law, you agree to not hold Kootenai Health, Benewah Community Hospital, Bonner General Health, or Boundary Community Hospital, its physician practices, its physicians, providers or any of its staff liable for network infractions beyond our control.

Decline
Accept


9. You are now successfully enrolled and will be directed to the portal homepage.


YOUR NAME



Health Record



Medications



Profile