

Virtual Care allows you the ability to meet with your provider in the comfort of your own home. Activate Healthcare is using Microsoft Teams to provide you with HIPAA compliant video-conferencing.

Two ways to join!

From a computer: You will receive an email invitation with a link to join your telemedicine video call. From a smart phone, please see page 2.

1 Join Microsoft Teams Meeting

+ 1 123-456-7809 United States, Indianapolis (Toll)

Conference ID: 123 123 123 #

[Local numbers](#) | [Reset PIN](#) | [Learn more about Teams](#) | [Meeting options](#)

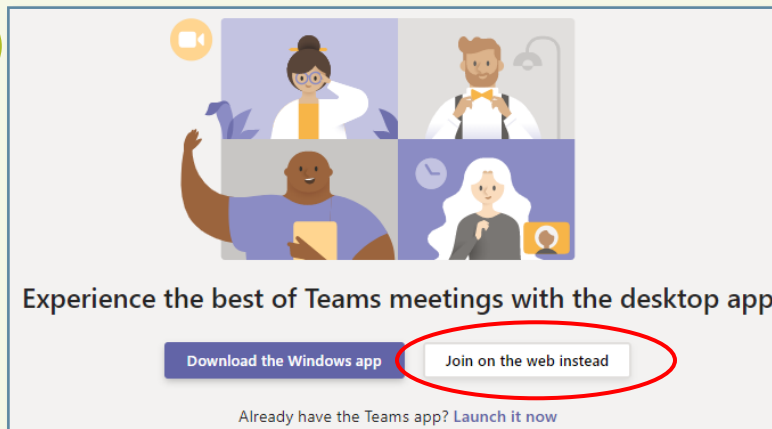
Note to Patients and Medical Staff: This e-mail is not a secure method for communicating personal health information. Please use the secure Patient Portal or contact your clinic directly to discuss personal health information.



Click link to join meeting

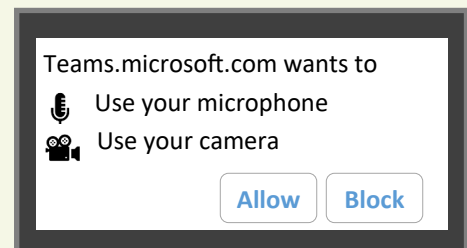
This phone number is your back up to join audio only. Enter the conference ID when prompted.

2

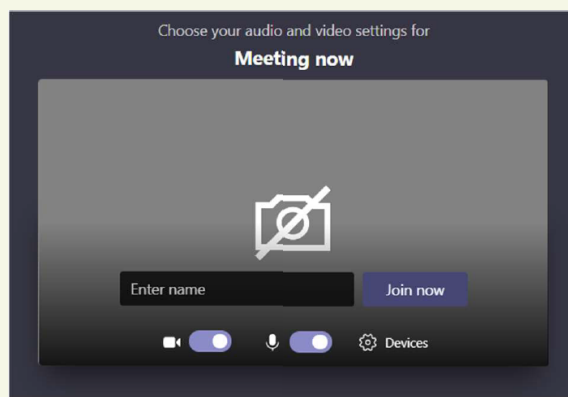


Click **“Join on the web instead”** (left)

Then, if prompted, click **“Allow”** to give your browser access to your microphone and camera (below).

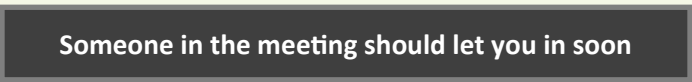


3

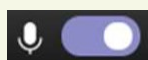


Enter in your name and ensure your camera and microphone are turned on then click **“Join Now.”** The screenshot to the left shows both the camera and microphone as on.

You will now connect to the meeting. You may be immediately greeted or you may find yourself in a virtual waiting room. The staff will be with you shortly.



Camera Toggle
Currently ON



Microphone Toggle
Currently ON



Chat Panel Toggle



Hang Up

From a smart phone: You will receive an email invitation with a link to join your virtual care video call. Click the link "Join Microsoft Teams Meeting," then follow the links to download, install, and open Teams.

1 Join Microsoft Teams Meeting

+ 1 123-456-7809 United States, Indianapolis (Toll)

Conference ID: 123 123 123 #

[Local numbers](#) | [Reset PIN](#) | [Learn more about Teams](#) | [Meeting options](#)

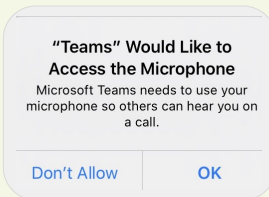
Note to Patients and Medical Staff: This e-mail is not a secure method for communicating personal health information. Please use the secure Patient Portal or contact your clinic directly to discuss personal health information.



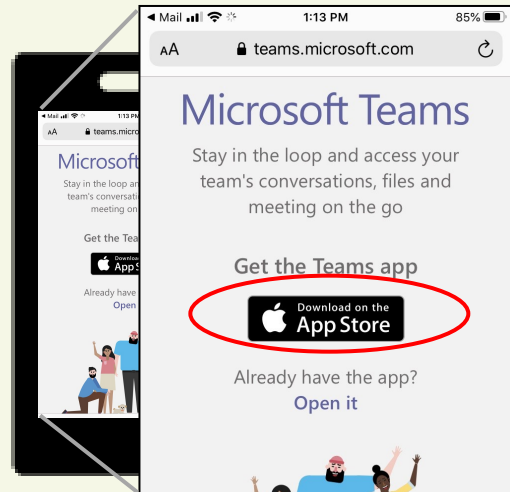
Click link to join meeting

This phone number is your back up to join audio only. Enter the conference ID when prompted.

2 Download the Teams app using Google Play or App Store



Click **"OK"** to give Teams access to your phone's microphone.



3 Once the app is launched, click **"join as guest"** Enter your name and click **"join as guest"** again.

Join as a guest

You will now connect to the meeting. You may be immediately greeted or you may find yourself in a virtual waiting room. The staff will be with you shortly.

Hey Bob, someone in the meeting should let you in soon



Camera Currently ON



Microphone Currently ON



Speaker



Hang Up