

## Instructions on How To Navigate the Parent Magnus Health Portal



## To access your Magnus Health account for the first time

 You will need to log into your Powerschool desktop account

S PowerSchoo	ol			
Alerting	Grades	s and Attends	ance:	
SwiftReach SwiftK12	Grades and Attendance.			٠
Navigation	Grades an	d Attendance		
Grades and				Attendance By Class
Attendance	Eve	Last Week	This Week	Course
ETT Minder	Exp	мтине	MTWHE	Course

1. Select the icon in the top right corner that is a box with an arrow to open the applications menu

\*\*this cannot be done from the Powerschool App\*\*





Applications	Description
Magnus Health	Student Medical Record
Special Programs Home	Go to your PowerSchool home page.
SwiftReach Plugin	SR-Login-Guardian

- 1. Click on the Magnus Health blue hyperlink
- 2. This will open your child's Magnus Health Account
- 3. If you have more than one student it will show all students associated to you.
- 4. It will take approximately 20 seconds for the Magnus screen to appear



## **Special Programs**



## Once you are in your Magnus Health account a tutorial video will appear. Please watch the video.

## Magnus Health Mobile App/Log In Instructions



To create a username and password to sign directly into Magnus or to use the Magnus Health app:

1. Click on your name in the top left corner

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<mark>∿</mark> ∭ Welcome,	Parent Magnus - New	/ Magnus Health Mol	bile App
Front Desk	<u> Communications</u>		
	Schange Credentials		
To Do View More	Logout Class of 2031 (5th)		You have requirements to complete your To Do List.

## Click on Change Credentials to create username and password

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-√M Welcome, P	arent Magnus - New Magnus Health Mobi	е Арр	O Need help?
Front Desk			<u>Go to Front Desk</u>
	Update Your Username and	× Password	nplete now
View More	New Username	New password cannot be the same as your previous two passwords	,
	New Password	public data breach. Magnus Health integrates with a third-party service to check this.	
	Confirm Paceword	Password must meet this criteria At least 10 characters	
SECURE AREA ©	This is the username and password you	At least 1 special character or symbol At least 1 number	HIPAA Privacy Policy
	need to use the Magnus Health app or access Magnus Health account without going through Powerschool	At least 1 uppercase letter At least 1 lowercase letter	
	Change Creden	tials Cancel	

Front Desk	
To Do       Student Magnus         Class of 2031 (5th)         View More	You have requirements to complete on your To Do List.

- 1. All students associated with you will appear in your account
- 2. Select the Complete Now button to complete required forms
- 3. You will do this for each child



Student Health Tracker	Go to Front De
Class of 2031 (5th)	Due Date December 1  Student is 0% complete.
Must be completed to re	eceive all requirements.
Does your child have a severe allergy that causes ANAPHYLAXIS requ	uiring an EPIPEN? Yes No
Does your child have asthma requiring an inhaler?	Yes No
Does your child have diabetes?	Yes No
Has your child been diagnosed with epilepsy or a seizure condition?	Next Yes No

- 1. You will answer "yes/no" to ALL four questions
- 2. If you answer "yes", It will add a required form called an Emergency Action Plan that will need to be printed, filled out and signed by a medical provider.
- 3. At the top right you will see the due date for your forms and the status of completion

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Print blank forms



**EXAMPLE ONLY:** If you answer yes to any of the four questions on the

An emergency action plan will appear in

This will need to printed, filled out and

### You have **8** requirement(s) in your to do list.



Print Summary Print All Records

 Status

 Scomplete

 No Approval Required

# Fill it out" This is a form you fill out digitally online

	You ha	ve <u>8</u> requ	irement(s) in your to d	o list.	
	Requirement	Blank Form	Action	Answer	Status
	Conditional Questions		Edit	View Answer	Com No A
To Do	Vital Health Record		Fill it out		
To Do	<b>Consent to Treat Form</b> This is a required form that must be completed and signed by a parent/guardian.		Fill it out		"Tu
To Do	Insurance Card Upload		Turn it in		• `
To Do	<b>Physical Exam Form</b> This is a required form that must be completed and signed by a parent/guardian and physician.		Turn it in		
To Do	Immunization Form		Turn it in		• 「
To Do	<b>Over-The-Counter Medication Form</b> This is a required form that must be completed and signed by a parent/guardian.		Fill it out		•
To Do	Does this student take prescription medications during the school day? Authorization for Medication Form		Yes No		t
To Do	Will your child be taking medication on an overnight field trip? Field Trip Medication Authorization Form		Yes No		
A Back					



## urn it in" A form you will print You need to have completed Have a medical provider sign/stamp Download or take a photo to submit it to your child's medical record



## Select "No, Download my form" if you need to print a blank form to be filled out and signed





## When you are ready to submit a form that says "Turn it in":

- Select the "turn it in" button on the **Student Health tracker page**
- Select "Yes,Submit"





- Download a photo or PDF of your completed form
- You can also take a photo on your phone and upload it through the Magnus Health App
- Select "Upload"



## Next you will:

- Select "Choose File"
- Find your file or files you want to upload
- Select "Upload File(s)"





### Status

Complete **No Approval Required** 

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### This is where you will:

## • Fill our all required health For your child

### Vital Health Record





### Class of 2023 (grade 12)

Status

X Incomplete

Deadline: August 1

Submit for Approval

Save and return to tracker

Ilease complete each section of Student Magnus's Vital Health Record.

### Sections Click on each hyperlink and fill in the required information

✓ <u>Student Information</u>	
X Health Emergency Contacts	
× Insurance	
X <u>Healthcare Providers</u>	
× <u>Allergies</u>	
× Medications	
X Mental / Behavioral	
X Other Health Conditions	
X Additional Medical Information	

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## **Allergies Section**

### Add Allergy

Allergy Hame.	
Allergy Reaction: *	
Severity of Reaction: *	Allergy Not Liste
Date of Last Reaction:	Other Allergy (
Allergy Notes:	Common Allergi
	Eggs
	Fish (such as b
	Gluten
Do you have an Epi Pen 1	Legumes

Alleray Name: \*

Signs of Reaction: \*

ed (or food intolerance) ies - Food pass, cod, flounder) Milk Peanuts

Selecting the drop down menu will give you a list of food, medication or environmental allergies.

## If you don't see it listed select "Allergy Not Listed"

Save

Save and Add Another

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**Editing for Student Magn** 

**HIPAA** Privacy Pol

## **Allergies Section**



- diarrhea

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## Select the drop down arrow for Reaction You will see the 3 most common

Annoyance=upset stomach, nausea,

## Life Threatening=need emergency medication right away or death could occur

 Severe=need medication right away such as antihistamine or the reaction could worsen

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### Print blank forms

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Print Summary Print All Records

	You	ı have <u>8</u> requ	irement(s) in you	ur to do list.	
	Requirement	Blank Form	Action	Answer	S
	Conditional Questions		Edit	View Answer	C
To Do	Vital Health Record		Fill it out		
To Do	Consent to Treat Form		Fill it out	This gives	S S
To Do	Insurance Card Upload		Turn it in	treatment	to
To Do	Physical Exam Form Physician's signature required		Turn it in		
To Do	Immunization Form Important! View Approval Guidelines Physician's signature required		Turn it in		
To Do	<b>Over-The-Counter Medication Form</b>		Fill it out		
To Do	Does this student take prescription medications during the school day? Authorization for Medication Form for Medication at school		Yes	0	
To Do	Will your child be taking medication or an overnight field trip? Field Trip Medication Authorization Form for medications needed on overnight Field Trip	n	Yes	0	

Student is 11% complete.

### Status

Complete Approved until Jun 30, 2024

### SSIS health ssion to provide your child

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the second se	

### Print blank forms

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	You have <u>8</u> requirement(s) in your to do list.					
	Requirement	Blank Form	Action	Answer	St	
	Conditional Questions		Edit	View Answer	C	
To Do	Vital Health Record		Fill it out			
To Do	Consent to Treat Form		Fill it out		T۲	
To De	Insurance Card Upload		Turn it in			
To Do	Physical Exam Form Physician's signature required		Turn it in		pr	
To Do	Immunization Form Important! View Approval Guidelines Physician's signature required		Turn it in		in	
To Do	<b>Over-The-Counter Medication Form</b>		Fill it out			
To Do	Does this student take prescription medications during the school day? Authorization for Medication Form for Medication at school		Yes No			
To Do	Will your child be taking medication on an overnight field trip? Field Trip Medication Authorization Form for medications needed on overnight Field Trip		Yes No			

Student is 11% complete.

Print Summary Print All Records

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Complete Approved until Jun 30, 2024

## his is where you will pload a photo of your roof of active health

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	Class of 2031 (oth)				Л
Prir	nt blank forms				
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		You have <u>8</u> requi	irement(s) in yo	our to do list.	
	Requirement	Blank Form	Action	Answer	
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To Do	Vital Health Record		Fill it out		T
To Do	Consent to Treat Form		Fill it out		
To Do	Insurance Card Upload		Turn it in		
To Do	Physical Exam Form Physician's signature required		Turn it in		1
To Do	Immunization Form Important! View Approval Guidelines Physician's signature required		Turn it in		
To Do	<b>Over-The-Counter Medication Form</b>		Fill it out		
To Do	Does this student take prescription medications during the school day Authorization for Medication Form for	ו ? 🗐	Yes	No	

No

Yes

Will your child be taking medication on
an overnight field trip?
Field Trip Medication Authorization Form for
medications needed on overnight Field Trip

Medication at school

To Do

Student is 11%	complete.
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Print Summary Print All Records

### Status

Complete Approved until Jun 30, 2024

## Fhis is the form you will:Print

- Take the form to a medical provider for an exam
- Have the medical provider fill it out, sign/stamp
- Download the form or a photo of the form
- Select "turn it in"
- Follow instructions to upload a copy into your child's account

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### Print blank forms

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	Requirement	Blank Form	Action	Answer
	Conditional Questions		Edit	View Answer
To Do	Vital Health Record		Fill it out	
To Do	Consent to Treat Form		Fill it out	
To Do	Insurance Card Upload		Turn it in	•
To Do	Physical Exam Form Physician's signature required		Turn it in	•
To Do	Immunization Form Important! View Approval Guidelines Physician's signature required		Turn it in	
To Do	<b>Over-The-Counter Medication Form</b>		Fill it out	•
To Do	Does this student take prescription medications during the school day? Authorization for Medication Form for Medication at school		Yes No	
To Do	Will your child be taking medication of an overnight field trip? Field Trip Medication Authorization Form for medications needed on overnight Field Trip	on or	Yes No	

Student is 11% complete.

Print Summary Print All Records

Status

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Complete Approved until Jun 30, 2024

### his is the section you will:

### Print the immunization form

New students complete the full form Returning students only provide updates

Have the medical provider sign/stamp the document

If you do not have a medical provider sign/stamp you will need to submit proof of vaccination.

	You ha	ave <u>8</u> requ	irement(s) in your	to do list.
	Requirement	Blank Form	Action	Answer
	Conditional Questions		Edit	View Answer
To Do	Vital Health Record		Fill it out	
To Do	<b>Consent to Treat Form</b> This is a required form that must be completed and signed by a parent/guardian.		Fill it out	
To Do	Insurance Card Upload		Turn it in	lo this se
To Do	<b>Physical Exam Form</b> This is a required form that must be completed and signed by a parent/guardian and physician.		Turn it in	answers
To Do	Immunization Form		Turn it in	medicatio
To Do	<b>Over-The-Counter Medication Form</b> This is a required form that must be completed and signed by a parent/guardian.	+		You will p
To Do	Does this student take prescription medications during the school day? Authorization for Medication Form		Yes No	form by t
To Do	Will your child be taking medication on an overnight field trip? Field Trip Medication Authorization Form		Yes No	
A Back				



ection you will provide yes/no to give permission for the nurse ister the over the counter ons we have in the health office.

provide a digital signature to the typing in your name.

	You h	nave <u>8</u> requi	irement(s) in your	to do list.
	Requirement	Blank Form	Action	Answer
	Conditional Questions		Edit	View Answer
To Do	Vital Health Record		Fill it out	In this
To Do	<b>Consent to Treat Form</b> This is a required form that must be completed and signed by a parent/guardian.		Fill it out	<ul> <li>Selection</li> </ul>
To Do	Insurance Card Upload		Turn it in	medi
To Do	<b>Physical Exam Form</b> This is a required form that must be completed and signed by a parent/guardian and physician.		Turn it in	or or
To Do	Immunization Form		Turn it in	<ul> <li>If yoι</li> </ul>
To Do	<b>Over-The-Counter Medication Form</b> This is a required form that must be completed and signed by a parent/guardian.		Fill it out	print
To Do	Does this student take prescription medications during the school day? Authorization for Medication Form		Yes	• You v
To Do	Will your child be taking medication on an overnight field trip? Field Trip Medication Authorization Form		Yes No	
<b>Back</b>				



## section you will: ct yes/no on this page if your I needs to take prescription ication during the school day n overnight field trips.

## u select "yes" you will need to , fill out and sign the form

## will submit a PDF or photo your child's account

## **Final notes**

- You can go back to edit/change/update answers in Magnus Health
- Please make changes to demographic information (address, phone numbers etc.) in Powerschool
- You can print all of the information you have entered into Magnus Health
- Having the app will allow you to have access from anywhere Wifi or Data is available