MHS Electronic Signature Remote Access

Computer Recommendations:

Minimum Hardware:
1 GHz CPU
512 Gigabyte RAM
15" Monitor or better

Suggested hardware:
2.8 GHz CPU
2 Gigabyte or more of RAM
17" Monitor or better

Operating System:
Windows XP or later
Java version 1.6

Windows Vista Requires 1 Gigabyte RAM Minimum

Remote Access To Horizon Patient Folder Electronic Signature Module:

- Important Note: The installer will re-start your PC:
    - Save all work and close applications before beginning.

1. Open an Internet Explorer web browser window and type http://MhsTechHelp.com into the address bar.
2. Select the "Clinician Portal" link at the top of the page.
3. Click the "All in One Clinician Portal Installer" link. Save the file to your desktop, and then run the installer from your computer.
4. Please read the supporting reference material.
- After installation completes your computer will re-start

For First Time logon Instructions:

- *Note: Internet Explorer's pop-up blocker must be disabled for the Clinician Portal to function.*
    - *On the Internet Explorer's Tools menu select the pop-up menu item and select "Turn Off Pop-up Blocker"*

1. Double click the Clinician Portal desktop icon.
2. Logon with your Portal User ID and Password.
3. Complete the four questions.
    - Do not use a space within the answers.
    - Answers must be a minimum of 4 characters.
    - A pull down selection is available for each question.
4. To retain the logon information click the "Remember Me" box.
5. Microsoft Windows Security may prompt to allow the "Secure Application Manager Proxy", if prompted choose unblock.

To Exit from the Remote Access Session.
1. Close all Portal web browser windows.
2. Find the "Gear" icon in the lower right hand corner of your desktop.
3. Right click the icon then select "Sign Out".

Please contact our physician help line at (210) 575-0090 for additional assistance.