DATE: 03/06/2017

TITLE: MAKE AN APPOINTMENT

1. Log in to MySHR using your USCNet ID and click on appointments

   Emergency Care: If this is a life threatening or serious issue (chest pain, shortness of breath or heart palpitations, and for all other emergencies) call DPS Emergency at 323-442-1000 or dial 911.

   Urgent Needs: During business hours, please call (323) 442-5631 or walk-in to the Eric Cohen Student Health Center and you will be scheduled in the next available appointment. After hours, please call the After Hours Nurse at 323-442-5631.

2. Click on schedule an appointment.
3. Choose the healthcare service that you need and click continue. Travel Clinic and Psychiatry appointments cannot be made online.

   Appointment Selection

   Please select your desired appointment type from the below options.

   Please note that Travel Clinic and Psychiatry visits can not be scheduled online.
   - Flu Shots, Drug Abuse 10-50 Panel, Urine, Vaccinations, Titers, and TB screening.
   - Counseling
   - Dermatology
   - Nutrition Services
   - Primary Care Visits
     Please note: if you are getting your first Gardasil vaccine, please make an appointment with Primary Care.
   - Women's Health
   - Previously Ordered Labs:
     - Please note: If you have a lab order from an outside provider you MUST bring proof of lab orders 24 hours in advance of your draw.

   All documents found in the Forms page MUST be filled out prior to your appointment.

   Keck Medicine is requiring all patients be screened for Ebola and MERS exposure at every appointment with a survey trigger at check-in.

   - CONTINUE
   - CANCEL

4. We will use Primary Care as an example. Answer any questions associated with your selection.
5. Click on your appointment reason or write in your concern at the bottom of the page.

6. Confirm your contact information. Click continue.
7. Include your callback number. Click continue.

8. Choose your preferred date and time from the list OR click on more dates. Click continue.
9. Review the appointment information and click **schedule**.

10. Fill out the questionnaire and click **submit final**.