

Medis365 Documentation (using Zoom)

Disclaimer: Besides the Patient's views, all the system is in Spanish, that's why in the next guide we name the options just like in the system with English translate next to it in brackets.

Installation

Landing Page Install Method

- Login into Medis365 app <https://app.medis365.com.mx/>
- Go to: Configuración (Configuration) → Médicos (Doctors) → Select the doctor → Editar (Edit)
 - In the "Videoconsulta" (video consultation) section select the Zoom option, then click on "Enlazar Zoom" (Link Zoom).
 - Once you've installed the Zoom api, save changes clicking on "Guardar" (Save).

Use

- In the menu "Agenda" (Agenda) choose the time you want to schedule an appointment.
 - Patient can't access to the meeting before or after the scheduled time.
- Fill the fields on the card.
 - "Fecha" (Date).
 - "Hora" (Time).
 - "Duración" (Duration).
 - In "Paciente" (patient) select the patients name.
 - "Médico" (doctor) choose your doctor name (who has the zoom account linked).
 - In "Tipo de cita" (appointment type) select "Videoconsulta" (video consultation) option.
 - In "Concepto" (concept) select any concept you want.
 - In "Importe" (amount) type the price amount of the concept.
 - Click on "Guardar" (Save).
- This should schedule a meeting in the zoom account.
- By clicking on the appointment, should appears a card with information of it.
- Patient's view:
 - There's a link "Enlace de videoconsulta del paciente" (Patient video consultation link). This link is for the patient, who only can access to the meeting in this way unless the doctor shares the zoom link with he/she directly from the zoom application.
 - Check the Terms and Conditions box.
 - Click on "Start video consultation". Here should open de zoom link to the meeting.

- Doctor's view:
 - To start the meeting:
 - In the same info card, select Acciones (Actions) → Videoconsulta (Video consultation). This should start the meeting and redirect to the patient's information.
 - To update the meeting:
 - In the same info card: select Acciones (Actions) → Reprogramar (Re schedule) → Change Date, time and/or duration.
 - Click on "Guardar" (Save).
 - To delete the meeting:
 - In the same info card: Acciones (Actions) → Eliminar (Delete).
 - Appears a confirmation card. Select "Sí" (Yes).

Uninstall

Recommended method: Go to Configuración (Configuration) → Médicos (Doctors).

- In "Videoconsulta" (video consultation) section, select "Desconectar cuenta de Zoom" (Unlink Zoom account).
- This unlink de Zoom account and uninstall Medis365 app.

The user also can uninstall it from the Zoom App Marketplace, or the Zoom Client.

- Go to <https://marketplace.zoom.us/>
- Sing in with your account, same which has the app installed.
- Select "Manage", top right.
- On the left menu, select "Installed Apps" or search for the "Medis365" app.
 - Click Medis365 app.
 - Select "Uninstall".

Contact support

You can contact us through:

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- Telephone: [3339701535](tel:3339701535)