How to Self-Schedule Your “How to Find a Living Kidney Donor” Virtual Appointment

Overview

As part of your listing, you are expected to participate in the “How to Find a Living Kidney Donor” webinar education hosted by the Living Donation Team.

This tip sheet reviews the process for self-scheduling a virtual session.

Please visit the How to Find a Living Kidney Donor event page for more information, including:
1. Future session dates
2. Guide to Finding a Living Donor
3. Recording of our first session

Instructions

1. Navigate to www.patientgateway.massgeneralbrigham.org

2. Log in using your credentials:
   - If you already have an account, enter your username and password on the login page
   - If you don’t have an account, select “Enroll Now” to create your credentials
3. Once logged in, select the "Visits" button.
   • If this button is hidden, select the navigation menu.

![Welcome to Patient Gateway!](image)

4. Schedule an appointment:
   • On the “Visits” page, select the “Schedule an Appointment” button.

![Visits](image)

5. On the “Request or Schedule Appointment” section, you will see a list of available appointment types. Select “How to Find a Living Donor”

![Request or Schedule Appointment](image)
6. Choose a preferred session date and time:
   - Select the date and time that works best for you by clicking on it.

   ![Schedule options](image)

7. You will be prompted to verify your personal information, such as your contact details.
   - Note that though the location is listed as “MGH Transplant Clinic” this appointment will be held virtually via Zoom.

   ![Verify personal information](image)
8. After reviewing your session selection and visit instructions, select “Verify and Schedule”

9. You should receive a confirmation message indicating that your appointment has been successfully scheduled. Your scheduled “How to Find a Living Donor” virtual appointment will now be shown in your “Upcoming Visits” section. You will be expected to **join the virtual appointment 5 minutes before your scheduled appointment time using the Zoom link**, which will be provided.

**Reminder**
If you have identified a living donor candidate, you are not expected to participate in this virtual education program.

Remember that this session is conducted virtually via Zoom. Ensure you have the appropriate device(s) and network settings to access the Zoom webinar education. Be sure to mark the session date and time on your calendar and be ready to join the virtual session using the provided Zoom link.