

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



To access the event page, use your smartphone to scan this QR code

Instructions

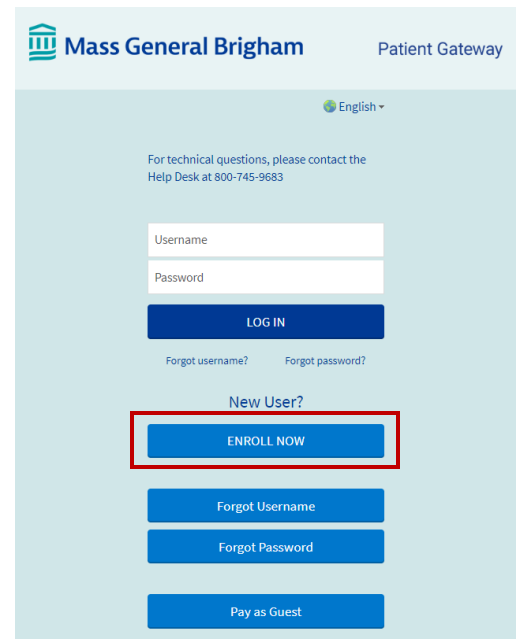
1. Navigate to www.patientgateway.massgeneralbrigham.org



To access your Patient Gateway, use your smartphone to scan this QR code

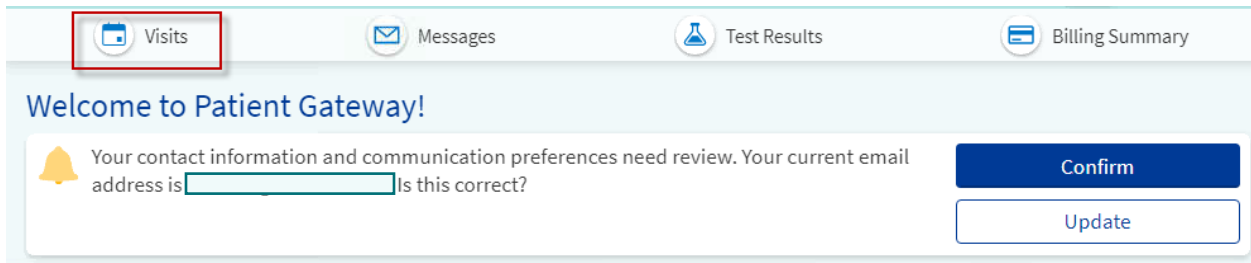
2. Log in using your credentials:

- 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

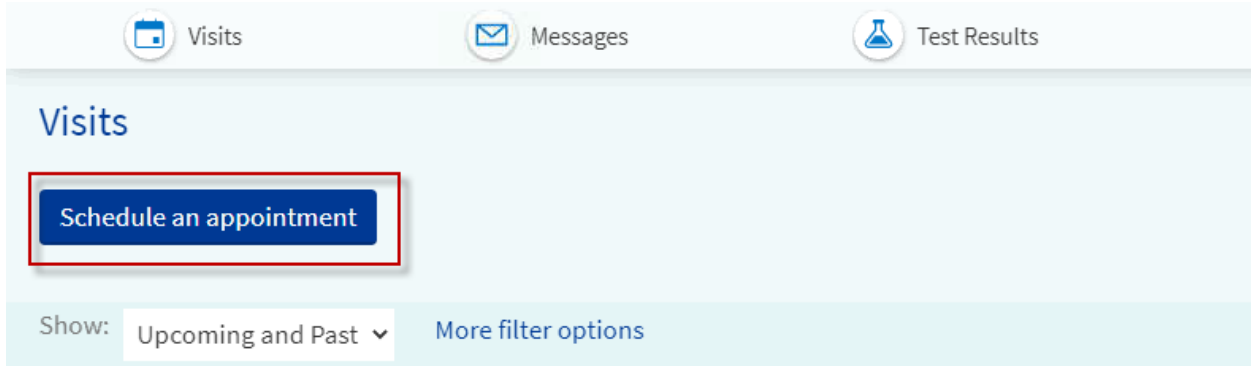


The screenshot shows the Patient Gateway login page for Mass General Brigham. At the top, there is a logo and the text "Patient Gateway". Below that, there is a language selector set to "English". A message states: "For technical questions, please contact the Help Desk at 800-745-9683". There are two input fields for "Username" and "Password". Below these fields is a blue "LOG IN" button. Underneath the login button are links for "Forgot username?" and "Forgot password?". A section titled "New User?" contains a blue "ENROLL NOW" button, which is highlighted with a red rectangle. Below this are buttons for "Forgot Username" and "Forgot Password". At the bottom is a "Pay as Guest" button.

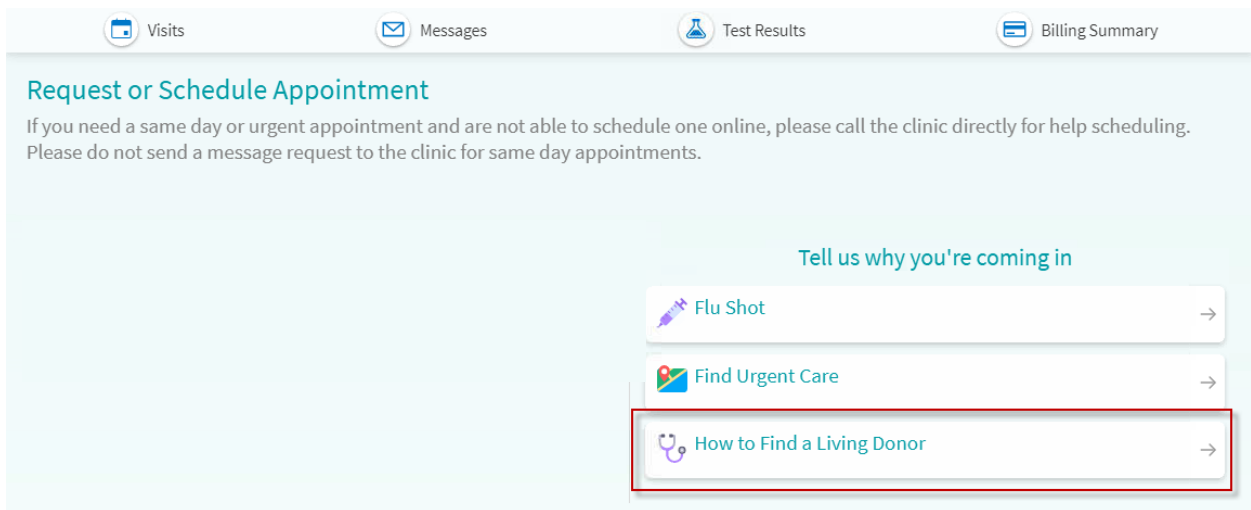
- Once logged in, select the "Visits" button.
 - If this button is hidden, select the navigation menu.



- Schedule an appointment:
 - On the "Visits" page, select the "Schedule an Appointment" button.



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



6. Choose a preferred session date and time:
- Select the date and time that works best for you by clicking on it.

Reason for visit [Edit](#) Locations [Edit](#) Time

How to Find a Living Donor MGH Transplant Clinic

What time works for you?

Monday June 26, 2023
MGH LIV DON VGVS NO CHARGE

MGH Transplant Clinic
165 Cambridge St Ste 301 Boston MA 02114

4:00 PM

Thursday July 27, 2023
MGH LIV DON VGVS NO CHARGE

MGH Transplant Clinic
165 Cambridge St Ste 301 Boston MA 02114

4:00 PM

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.**

Reason for visit [Edit](#) Locations [Edit](#)

How to Find a Living Donor MGH Transplant Clinic

i This time slot is reserved for you until 2:46 PM. Please complete sched

Verify your personal information

Contact Information

Going somewhere for a while?
[Add a temporary address](#)

[Edit](#)

This information is correct



8. After reviewing your session selection and visit instructions, select “Verify and Schedule”

The screenshot shows a scheduling interface with three steps: 'Reason for visit' (How to Find a Living Donor), 'Locations' (MGH Transplant Clinic), and 'Time' (Thursday July 27, 2023 4:00 PM). A 'Verify and schedule' button is highlighted. Below this, a message states: 'YOU'RE NOT DONE YET. Please review the appointment information and follow the instructions below to complete scheduling. This time slot is reserved for you until 2:46 PM. Please complete scheduling by then.'

The appointment details are:

- Virtual Group with MGH LIV DON VGVS NO CHARGE
- Thursday July 27, 2023 (Arrive by 3:55 PM, Starts at 4:00 PM)
- MGH Transplant Clinic (165 Cambridge St, Ste 301, Boston MA 02114, 617-726-5277)

There is a text input field for 'What is the most important thing you want addressed during this visit?'. Below it is a 'Before scheduling...' section with a checkbox for 'Favorite this appointment to easily schedule again later'. A final instruction reads: 'If everything looks correct, click the button below to schedule.' A blue button with a checkmark and the text 'Verify and Schedule' is highlighted with a red box.

Visit Instructions
You have an upcoming Virtual Group Visit. For this particular visit, you will be receiving the meeting login instructions through your email. Please check your email for instructions on how to log in for this visit. Note that you will NOT be logging in through Patient Gateway for this Virtual Group Visit.

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.

The screenshot shows the 'Upcoming Visits' section with a 'Future Visits' header. A calendar view highlights the date July 27, 2023. A card for the appointment is displayed with the following details:

- JUL 27 2023** Virtual Group
- MGH Transplant Clinic
- Arrive by 3:55 PM EDT
- Starts at 4:00 PM EDT

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.

