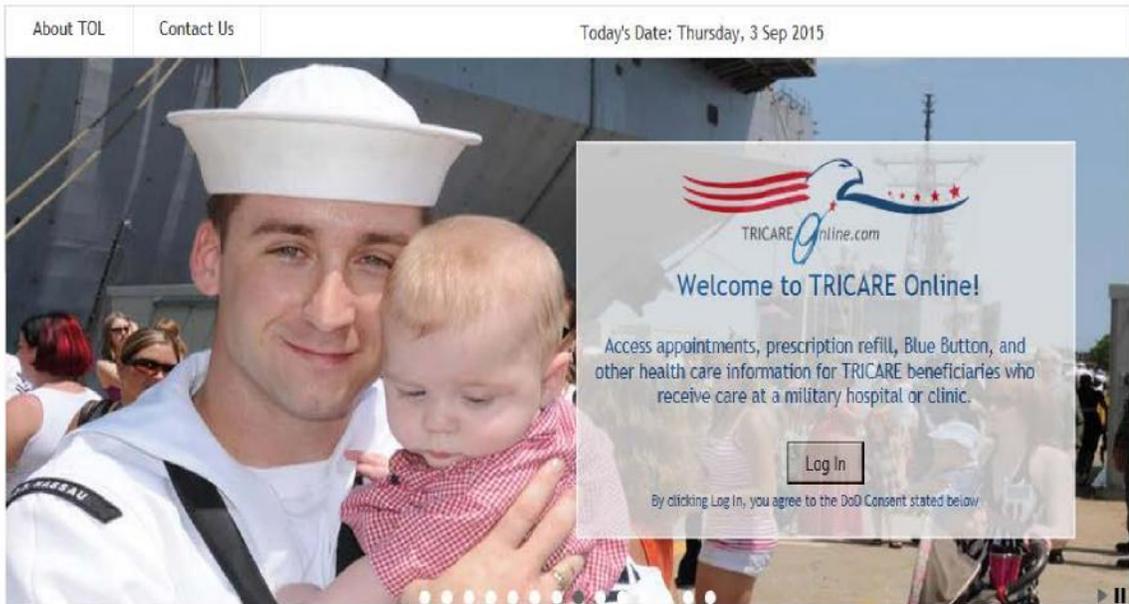
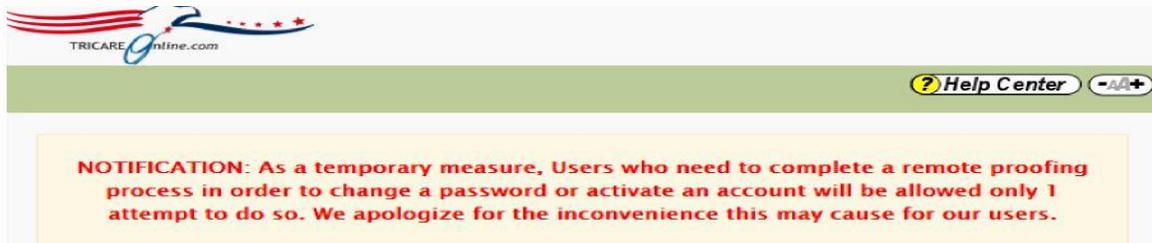


## Medical Readiness Tricare Online Booking Instructions



**STEP 1:** Press the Log In button. \*In order to book a PHA Part 1 through TRICARE Online you must first register with TRICARE Online.



**STEP 2:** Once you login it will bring you to this section. Log in using your CAC.

<b>DS LOGON ?</b>	<b>CAC ?</b>	<b>DFAS myPay Password ?</b>
<b>Department of Defense Self-Service</b>	<b>Common Access Card</b>	<b>Defense Finance and Accounting Service</b>
<input type="text" value="DS Logon Username"/>		<input type="text" value="MyPay Login Id"/>
<input type="text" value="DS Logon Password"/>	<input type="button" value="Login"/>	<input type="text" value="MyPay Password"/>
<a href="#">Forgot DS Logon Username?</a> <a href="#">Forgot DS Logon Password?</a>		<a href="#">Forgot DFAS MyPay Login Id?</a> <a href="#">Forgot DFAS MyPay Password?</a>
<input type="button" value="Login"/>		<input type="button" value="Login"/>

The screenshot shows the TRICARE Online homepage with a navigation menu at the top. The menu items are: Home, Appointments, Blue Button, Rx Refill, Profile, and a hamburger menu icon. Below the menu, there is a video player showing a man and a child. The video title is "View this quick tutorial to see how to make an appointment. This video gives TRICARE beneficiaries an overview on making an appointment in 3 easy steps." Below the video, there is a "Watch the video" link and a note: "Note: Patient and Provider data presented within this video is test data intended for demonstration purposes only. It does not represent actual patients or providers." Below the video player, there are six service tiles: Appointments, Blue Button, Rx Refill, Profile, Resources, and Service Separation. Each tile has an icon and a brief description of the service.

**Appointments**  
Make, change, cancel, and review appointments. Set up reminders for yourself and family members.

**Blue Button**  
Review, print, or download your personal health data from your military electronic health record (EHR).

**Rx Refill**  
Request a refill or check your refill status at a MTF or clinic for yourself and family members.

**Profile**  
Set your preferences for appointment reminders and MTF location for yourself and family members.

**Resources**  
Get TOL brochures, DoD and VA health services and other health information.

**Service Separation**  
Get information and services when separating from active duty or reserves.

**STEP 3:** Click on “Appointments” to view, make, change or cancel your appointment.

The screenshot shows the 'Make New Appointment' screen in the TRICARE Online system. The navigation menu at the top is the same as in the previous screenshot. Below the menu, there is a notice: "Notice: This site should not be used for emergency medical conditions. In the case of a medical emergency, call 911 or contact your local Emergency Medical Service." To the right of the notice, it says: "Your health care clinic is Primary Care - Gold Team Your Primary Care Manager (PCM) is TACKIE,DIANE A". Below the notice, there is a section titled "Make New Appointment" with a progress indicator showing three steps: 1 (Who, What, Where), 2 (When), and 3 (Confirm). Step 1 is currently active. Below the progress indicator, there is a form with the following fields: "For:" (a dropdown menu), "Type:" (Preventive Health Assessment), "Facility:" (Dilorenzo Tricare Health Clin), "Clinic:" (Physical Exam Clinic - DiLorenzo), and "Provider:" (ANY). To the right of the form, there are three tabs: "MTF Site Messages", "Definitions", and "Instructions". The "MTF Site Messages" tab is active, showing a message: "MTF Message for Dilorenzo Tricare Health Clin IMPORTANT! To book a PHA Part I, you MUST select the 'Self-Referral Appointments' radio button to the left." Below the form and message, there are three buttons: "Cancel", "<<Back", and "Next>>".

**STEP 4:** Click on Self-Referral Appointments / Preventative Health Assessment / DTHC / PHYS EXAM DI  
**\*IMPORTANT!** PHAs or physicals of any kind are **NOT** booked with your PCM.

Appointments
Blue Button
Rx Refill
Profile

View Future
Make
Change
Cancel
View Past

**Notice:** This site should not be used for emergency medical conditions. In the case of a medical emergency, call 911 or contact your local Emergency Medical Service.

Your health care clinic is **Primary Care - Gold Team**  
Your Primary Care Manager (PCM) is **TACKIE, DIANE A**

### Make New Appointment

Step
**1**  
Who, What, Where
**2**  
When
**3**  
Confirm

Appointment For: [REDACTED]

Appointment Type: Preventive Health Assessment

Facility: Dilorenzo Tricare Health Clin

Clinic: Physical Exam Clinic - DiLorenzo

Provider: ANY

Preferred Dates:  
\* From: 03 Sep 2015 \* To: 16 Sep 2015

Preferred Time:

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
AM	<input type="checkbox"/>						
PM	<input type="checkbox"/>						

#### Instructions

**Preferred Dates:**

- Request search for appointments within the default date range.
- You may change default dates of the search range. Beware that if you expand the search range, it may take longer to return a larger number of appointments.

**Next Button:** Click to see list of appointments within date range.

**Back Button:** Click to return to Step 1.

[Having trouble getting an appointment?](#)

Cancel
<<Back
Next>>

**STEP 5:** Follow screen instructions to meet Appointment availability needs. If there are no available appointments within the default date range, please expand your search to see future appointment availability.

### Make New Appointment

Step
**1**  
Who, What, Where
**2**  
When
**3**  
Confirm

Appointment For: [REDACTED]

Appointment Type: Preventive Health Assessment

Facility: Dilorenzo Tricare Health Clin

Clinic: Physical Exam Clinic - DiLorenzo

Provider: ANY

#### Instructions

Click on desired appointment from the list, or view more appointments available by clicking a navigation link below the list. Select:

- Later Appts** to see more appointments available within your requested date search range.
- Earlier Appts** to go back to see list of appointments you've already viewed within your requested date search range.

**Next:** After selecting desired appointment, click ?Next? button to view details of that appointment.

**Back:** If you do not find an appointment, click ?Back? button to return and get next date search range block.

[Having trouble getting an appointment?](#)

Date	Time	Facility	Clinic	Provider
<input type="radio"/> 16 Sep 2015	08:30	Dilorenzo Tricare Health Clin	Physical Exam Clinic - DiLorenzo	JOHNSON,INDIA R
<input type="radio"/> 16 Sep 2015	09:30	Dilorenzo Tricare Health Clin	Physical Exam Clinic - DiLorenzo	JOHNSON,WANDA R
<input type="radio"/> 16 Sep 2015	10:00	Dilorenzo Tricare Health Clin	Physical Exam Clinic - DiLorenzo	JOHNSON,INDIA R

Showing 1 to 3 of 3 available appointments

◀ Earlier Appts Later Appts ▶

September 2015

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

**STEP 6:** Choose an Appointment.

## Make New Appointment

Step 1 2 3

Who, What, Where      When      Confirm

Appointment For: [REDACTED]

Appointment Type: Preventive Health Assessment

Facility: DiLorenzo Tricare Health Clin

Clinic: Physical Exam Clinic - DiLorenzo

Provider: JOHNSON,INDIA R

Date: 16 Sep 2015 08:30

\* Reason:

Send Reminders [Change reminders for this appointment](#)

Send notifications if an earlier appointment is available

When:  First Available  Date Range

Preferred Dates:

From:  To:

Preferred Time:

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
AM	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
PM	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### Instructions

**Reason:** Enter the reason for your appointment. This information will be shared with your clinician.

**Send Reminders:** Check this box to have reminders sent for this appointment. Click the "Change reminders for this appointment" link to change where and how reminders are sent for this appointment.

**Send Notifications if an earlier appointment is available:** Check this box if you would like to be notified if an appointment becomes available that is earlier than the appointment you selected.

**Submit:** Your new appointment will be scheduled once you select the "Submit" button.

**STEP 7:** In the "Reason for Appointment" box type in your branch of service, type of physical and "Part 1". **EXAMPLE:** "Navy PHA Part 1" or "Army Pre-Deployment Part 1." Also choose the type of reminder that best suits you. **Part 2 can only be booked by a Medical Readiness technician.**

**\*IMPORTANT!** Medical readiness can ONLY see you for physical exams and screenings. You must see your PCM for other issues such as knee pain, referrals, medication refills, etc.

### SPECIAL INSTRUCTIONS CHECK BOX

- Required labs for PHA:
  - HIV ( Every 2 years)
  - LIPIDS (Males 35+, Females 40+) Every 5 years. **12 HOUR FASTING**
  - FASTING BLOOD SUGAR (40+) Every 5 years. **12 HOUR FASTING**
- Bring your glasses if you wear them. Contacts must be out 24 hours prior and are NOT permitted for use during corrective vision.
- Complete your online web assessment prior to your appointment. Navy and Marine personnel MUST bring a printed copy of their online assessments.

### ONLINE ASSESSMENTS WEBSITES

ARMY: AKO

AIR FORCE: ASIMS

NAVY/MARINE: <https://nmcpeh-web2.med.navy.mil/pls/newhra/dsc6pop.NEHChaLogin>

