## Self-scheduling for an existing TMC/UH patient who has never used the MyTruHealth patient portal

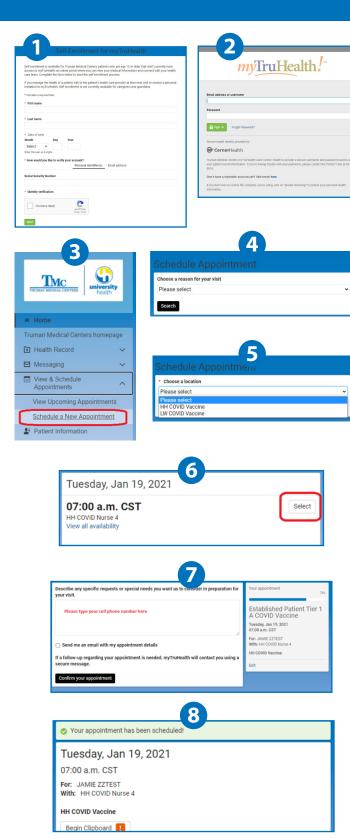




- Go to https://betterforeveryone.iqhealth.com/self-enroll/ and enter the required information to identify yourself, check the box next to "I'm not a robot" then click "Next."
- Go back to https://betterforeveryone.iqhealth.com, enter your email/username and password; then click "Sign In." Instructions may differ slightly if you are using a mobile device.
- Click "Schedule a New Appointment." This option will be found on the far left side of the screen.
- By clicking on "Schedule a New Appointment, a window will open to allow you to start scheduling the appointment.
- When you click on "Please select" or click the down arrow, you will see several options. Choose the most appropriate COVID Vaccine option then click "Search." The next step is to choose the location. "HH" means the downtown campus on Hospital Hill or Health Sciences District. LW means the Lakewood campus. Choose the option you prefer then click "Next."
- Next, you will now see the soonest available appointments. Click "Select" next to the appointment you prefer or click "Load more appointment times" to see more options. You can use the calendar to select a specific date.
- The next screen you will see is a summary of the information. Verify that the date, time and location are correct. Check the box next to "Send me an email with my appointment details" if you'd like to receive the information in an email. Please enter your cell phone number where shown, then click "Confirm your appointment."
- You will see a confirmation that your appointment has been scheduled. If you need to update your insurance information, click the "Begin Clipboard" button. If you don't need to tell us about changes to your insurance, you are finished and can log out of the portal and close the window.

Note: There is no charge for the vaccine. There is a charge for administering the vaccine that we will bill to your insurance company. If you do not have insurance, assistance is available to cover this fee.

- A form will open for you to enter your insurance information. When complete, click "Submit Answers."
- Once you have submitted your answers you have completed the process. You are finished and may log out of the portal and close the window.



Review Answers

Self Schedule Insurance Information

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