

Ability to sign forms from home on Web Infograbber

807 [TDO KB](#) October 2, 2023 [Cloud Ribbon Menu](#) 16.05K

Overview

TDO allows patients the ability to sign Medical History and Consent forms using a code generated in the Web based infograbber.

This allows patients to completely finish the registration process prior to arriving in office reducing patient's wait time and improving office flow.

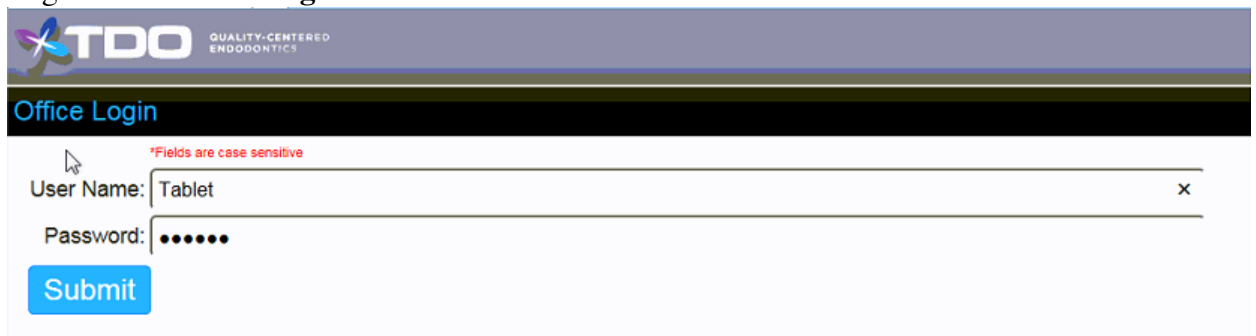
This feature differs from the Patient Login portal in that the patient can **sign** their forms after completion.

Pre-requisites

- **This feature utilizes the Web Based Infograbber that comes with the TDO Cloud Service.**
If you do not have your **Web Infograbber** address, you can find it by logging into [TDO login](#)
> **TDO Services > Login links.**
(Or simply contact TDO support and ask for: Web Info grabber Link)

Detailed Instructions

1. Log into the **Web Infograbber**.



The screenshot shows the TDO Office Login interface. At the top is the TDO logo with the tagline 'QUALITY-CENTERED ENDODONTICS'. Below the logo is a dark blue header with the text 'Office Login' in white. The main form area has a light blue background. It contains two input fields: 'User Name:' with the text 'Tablet' and a small 'x' icon to clear the field, and 'Password:' with a masked password '•••••'. Above the password field is a red asterisk warning: '*Fields are case sensitive'. Below the password field is a blue 'Submit' button.

2. Search for the patient and select from the options provided

TDO QUALITY-CENTERED ENDODONTICS

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Autofill Test [\[dismiss\]](#)

It is a good idea to test filling out the patient forms using a test patient to make sure that the form fields are not showing auto fill options. If this is the first time you are using this device, please run two tests since the first one would probably not show any auto fill options the first time around.

Please see our KB article at kb.tdo4endo.com/article.php?id=670 for more information on how to turn off your autofill settings if needed.

Search for a Patient

Search by:

To search for a patient, type the first few letters of the patient's or referring doctor's first or last name.

use * to list all

Search

3. Since you wish the patient to have the ability to sign their forms at home, you must agree to verify that you are selecting the correct patient before creating the remote code as this code is specific to the particular patient.

If you would like the patient to complete and sign these forms at home, please click the button below to generate a registration code.

It is important that you verify the identity of the individual that you give this code to and that they are authorized to fill out these forms.

☐ Accept Above

Create Remote Code

*Clicking the button above will deactivate any past remote codes that were created for this patient

4. A code will be generated to be given to the patient to use in the Patient's area. This will take them directly to their registration forms.

Give the patient the website address and the remote code. By default, the code is valid for 24 hours. If you generate multiple codes within a 24-hour period, only the most recently generated code is valid. All previously generated codes are deactivated.

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ENDODONTICS

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The patient can go to the following website address and enter the registration code below to complete the registration process from home. The registration code will be valid for 72 hours.

Website Address: <https://securesite.tdo4endo.com/reg>

Code: 024333

Patient Name: Test Test
Patient Email:
Patient Phone:

Patient's Area

User ID:

Password:

What is 10 + 1? [?]

Logging in the first time or need to reset your password?

Have a registration code?

5. The patient will then be guided through filling out the forms in the same way that they would if they were in the office.

After filling out and reviewing information the patient will be prompted to sign in the **Patient Signature** box

Test, Test



Clear Signature

Finish

8. Click **Finish**.

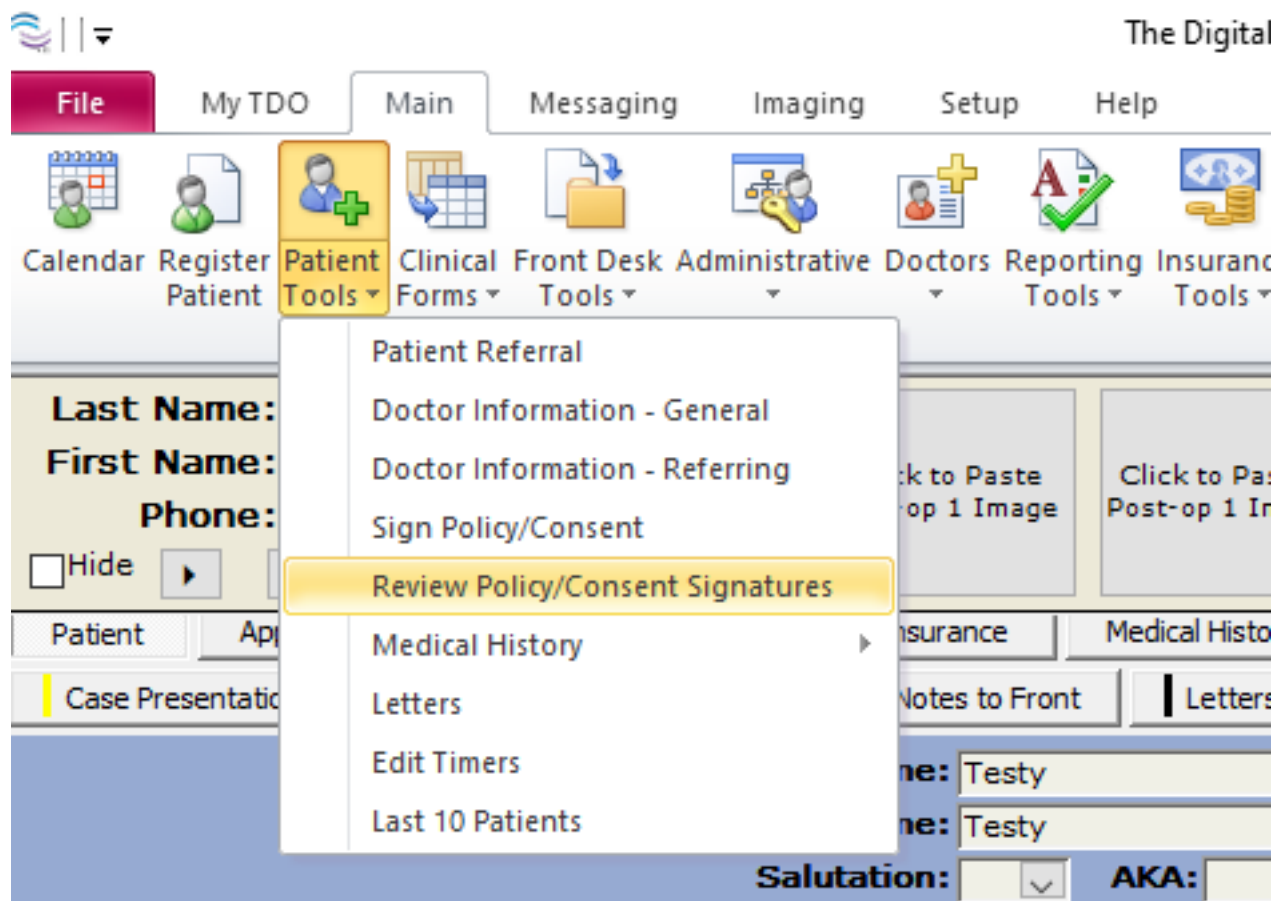
Test, Test



Clear Signature

Finish

Note: Patient forms can be reviewed in TDO under Main> Patient Tools> Review Policy/ Consent Signatures



Online URL: <https://kb.tdo4endo.com/article.php?id=807>