

## **Preparing for a Virtual Visit**

This document will help you prepare for your virtual visit. If you do not have access to the technology necessary to participate in a virtual visit please contact your healthcare team.

### What is required for a Virtual Visit



## **Telephone Visit**

A reliable phone with a phone number that allows incoming calls



### **Video Visit**

- E-mail address
- · Internet connection
- A smartphone, laptop, tablet or desktop computer
- Webcam, speakers, and a microphone (these may be built into your device)

### Tips to Prepare for a Virtual Visit:



#### Location

Find a space that is private, comfortable, free of distraction and brightly lit



#### **Equipment**

- Ensure that your device is fully charged or plugged in
- · Connect to a secure and stable internet connection
- Test your computer, smartphone or tablet to ensure audio and/or video are working
- Download the Zoom app if you are using a smartphone or tablet prior to your appointment
- Want to do a Zoom test Meeting? Click <a href="https://zoom.us/test">https://zoom.us/test</a>



#### **Materials**

Have your health card and list of medications ready. A pen and paper to write down information and instructions



#### Support

Consider having a family member, caregiver or friend with you during the visit to help with translation, technology or understanding information



#### **Devices**

Have assistive devices – glasses, hearing aids, and any other devices required ready If you require an interpreter or other supports for your visit please discuss this with your healthcare team prior to your appointment



## **Preparing for a Virtual Visit**

## Plan ahead to protect your privacy during a Virtual Visit

# At HHS, we take your privacy seriously. We encourage you to take steps to protect your personal information during a virtual visit.

- We suggest that you use your personal email when communicating about your health and not a work email address, as your employer may have the right to inspect your work email.
- Use a secure internet connection. Where possible, do not use a public internet connection such as at the airport internet café, public library or other open area.
- Be aware of your surroundings and who may be able to overhear your virtual visit. Find a place where you can avoid disruptions during your virtual visit. It is not recommended to conduct a visit while driving or out in public. Your provider may discontinue the visit at their discretion if it is not a safe and private space.

