

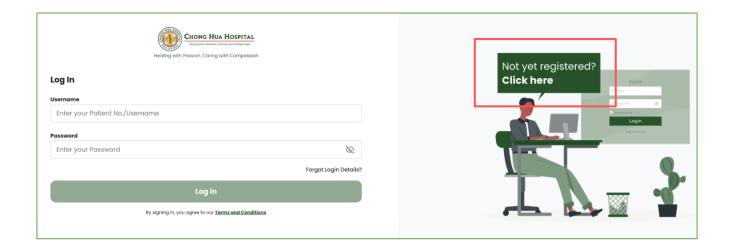
# **Mobile and Web App User Manual**

**USER ACCESS** 

Version 1.01 March 2025



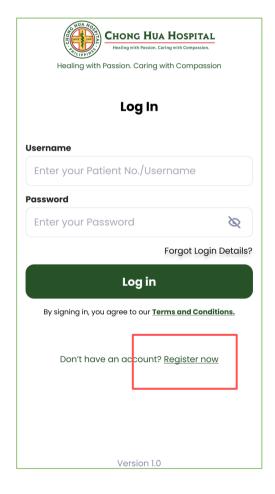
Visit the CHi Web App and click on the "Not registered yet? Click here" button on the screen.



Users can download the mobile application on:

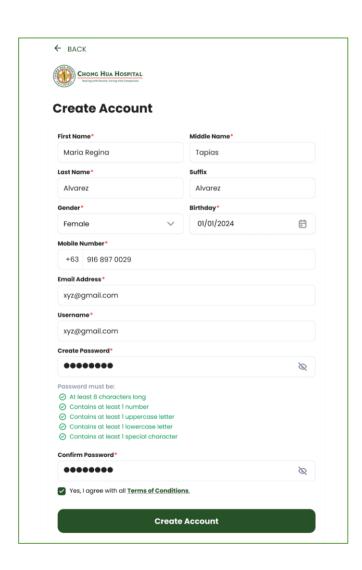
- <u>Chong Hua Experience</u> for iOS
- <u>Chong Hua Experience</u> for Android

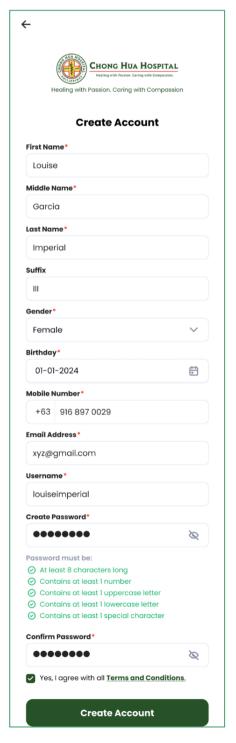
The creation of the account can be found at the bottom portion of the screen via the "Register now" link button.



The user should fill up the following fields upon account creation:

- First Name: Input first name
- Middle Name: Input middle name
- Last Name: Input last name
- **Suffix:** Input Suffix
- Gender: Male and Female dropdown selection
- **Birthday:** Date Picker (MM-DD-YYYY)
- Mobile Number: +63 input ten digits
- Email Address: Input valid email address (i.e., sample@email.com)
- **Username:** Input desired username (alphanumeric characters)
- Create Password: Input desired password within the following parameters:
  - At least 8 characters long
  - Contains at least 1 number
  - o Contains at least 1 uppercase letter
  - o Contains at least 1 lowercase letter
  - Contains at least 1 special character
- **Confirm Password:** Input the password to confirm.





• Terms and Conditions checkbox: Upon clicking the "Create Account" button, the user will be redirected to the Terms and Conditions page and to proceed, the user must click the "Accept" button. Otherwise, the account creation will not continue.

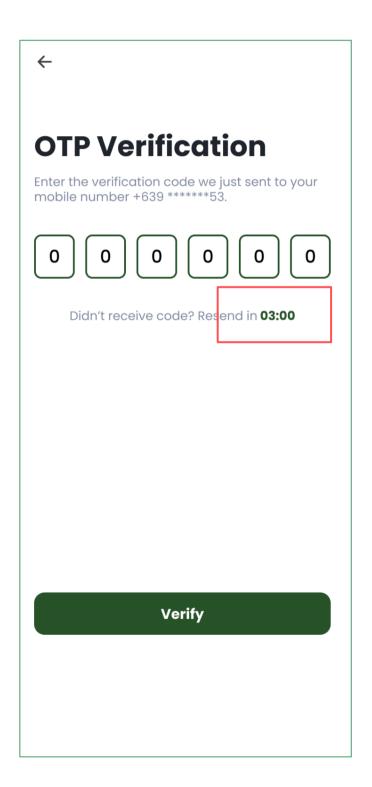
Upon accepting the terms and conditions and saving the creation of the account, the user will be receiving a success message and will receive an email confirmation.

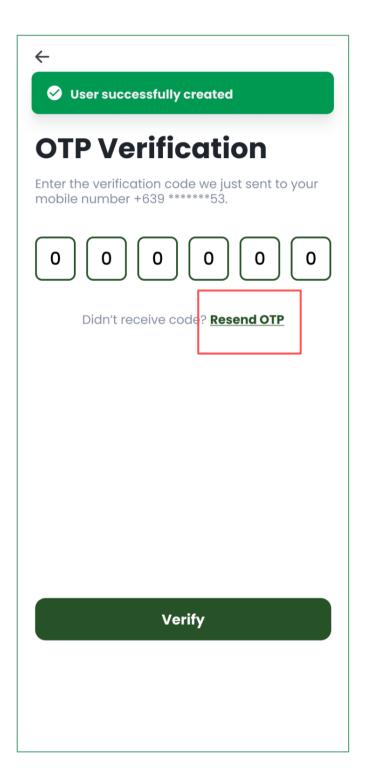


User successfully created. Email confirmation has been sent.
Please check your inbox.

×

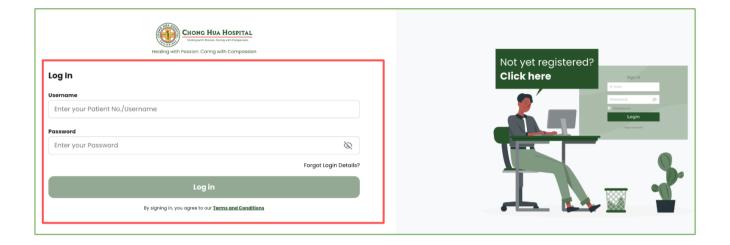
- Upon registration, an OTP will be sent to the registered mobile number of the requestor.
- The user must input the correct OTP within the countdown otherwise, the user needs to click the 'Resend OTP' button link to reprocess the verification.



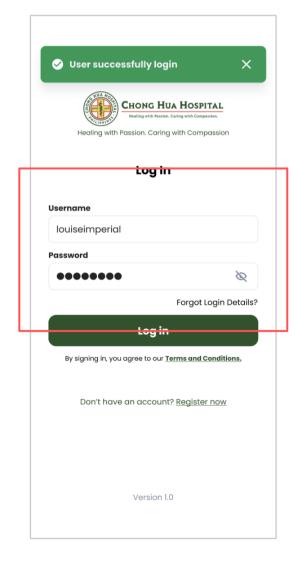


# **LOGIN (Web and Mobile App)**

On the left portion of the login page from the webtool, the user is required to input the valid username and password to login successfully.

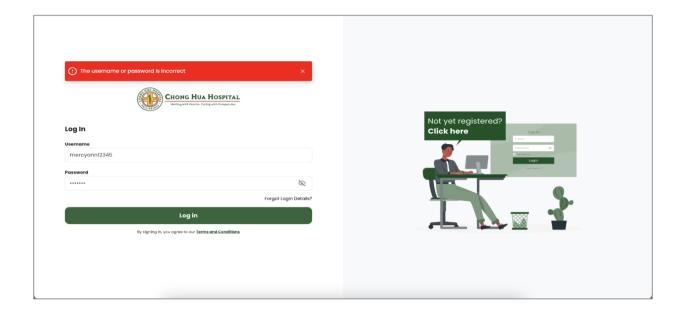


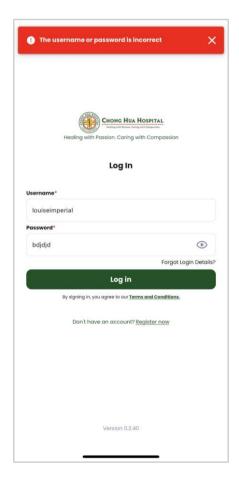
On the App, the login page will require the user to key-in the valid credentials right away to successfully login.



# **LOGIN (Web and Mobile App)**

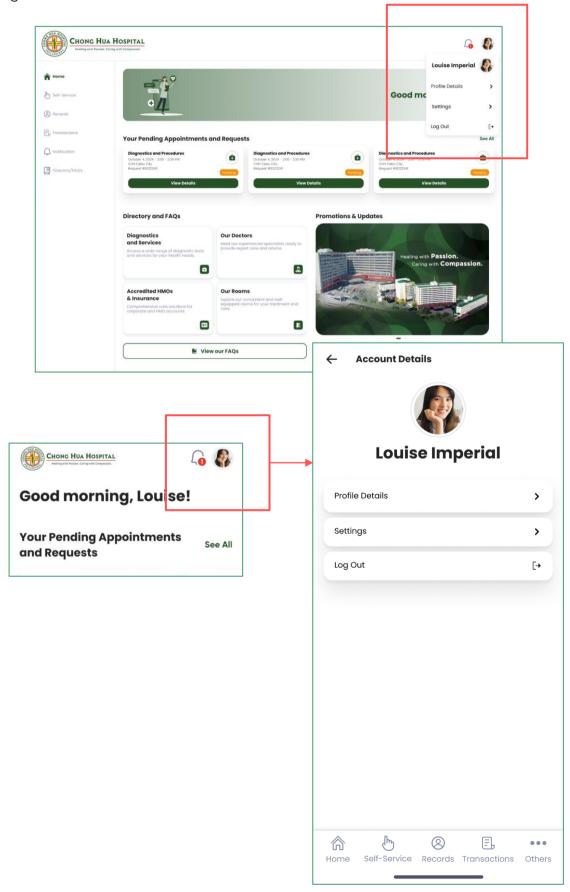
For invalid login, an error message will be displayed and the user will not be able to login successfully.



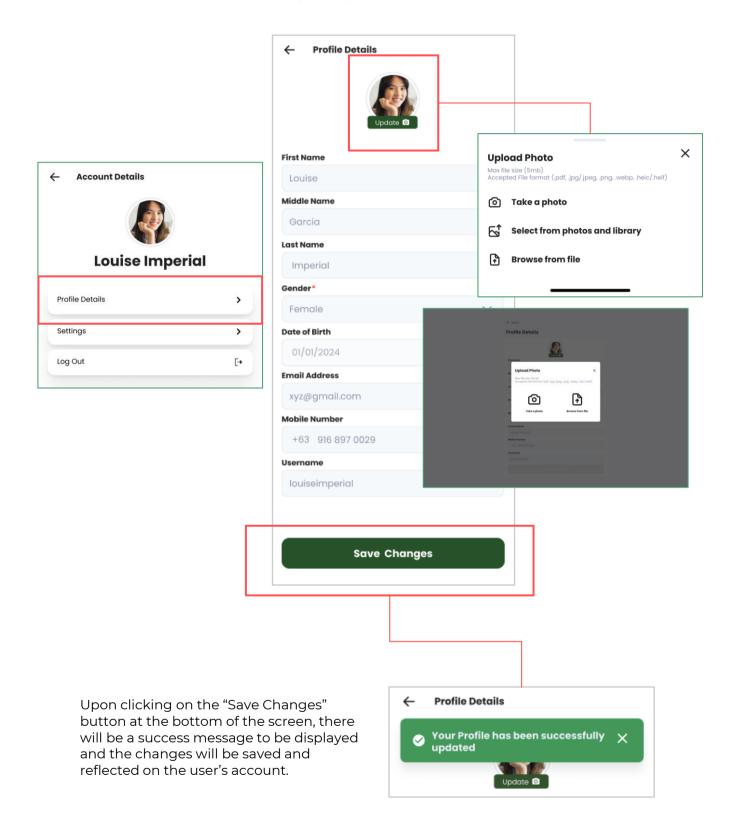


There are three Account settings:

- Profile Details
- Settings
- Log Out

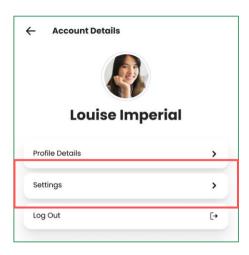


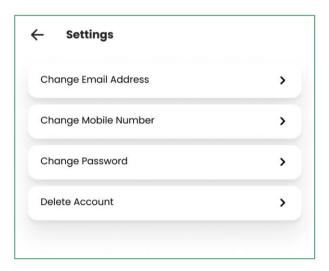
**Profile Details** lets the user update the profile picture:



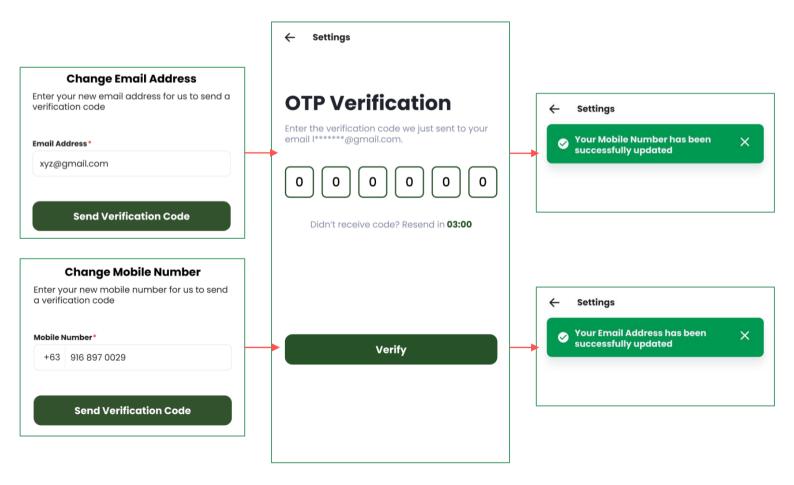
**Settings** on the other hand lets the user change the following details:

- Email address,
- Mobile number,
- Password, and
- has the capability to delete the account

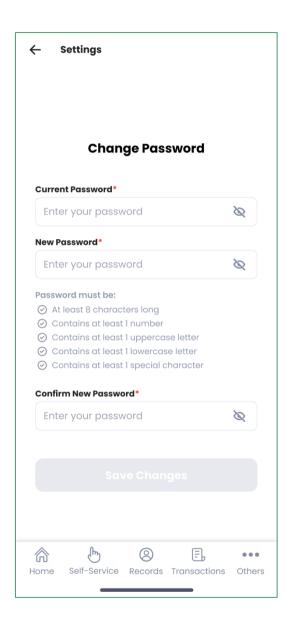


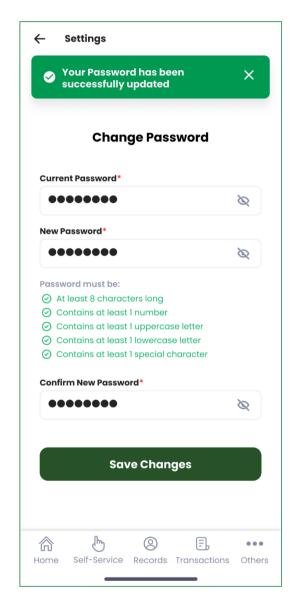


Changing the *Email Address* and *Mobile Number* would require an OTP verification for the user.

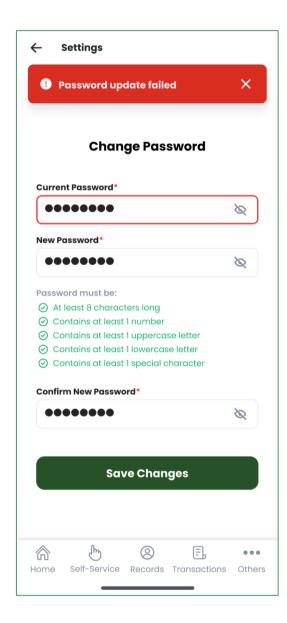


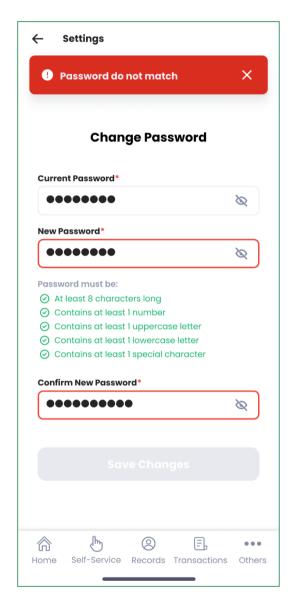
In *Change Password*, user shall be required to input their current password prior to changing to a new one. It shall follow the password. User shall be prompted with a confirmation toast message upon successful changing of password



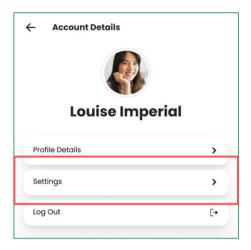


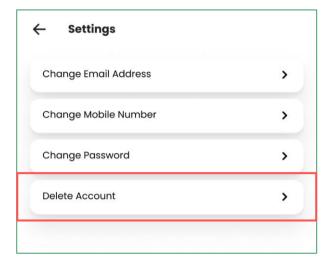
If password criteria are not met, the screen will return an error message and the user will not be able to proceed.

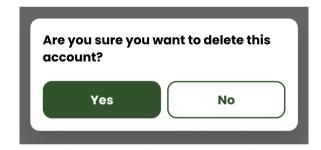




Lastly for the Settings menu is the 'Delete Account' option which will have a confirmation modal with 'Yes' or 'No' buttons.







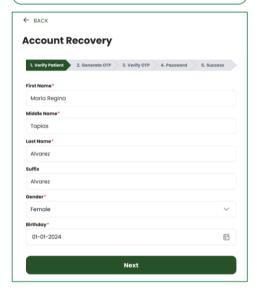
### **ACCOUNT RECOVERY**

In the event that the user forgot the login details, the user can utilize the **Forgot Login Details** button on the login page.





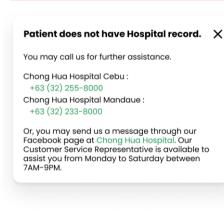
The user should key-in details to verify the patient details.



Once the patient record has been found in the system, an OTP will be generated.



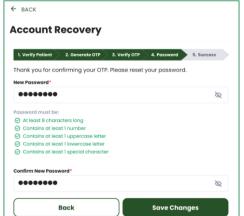
Otherwise, the account recovery will not proceed.



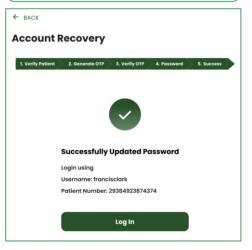
The system will verify the OTP that has been sent.



User should input the new password twice.



System will display success message.

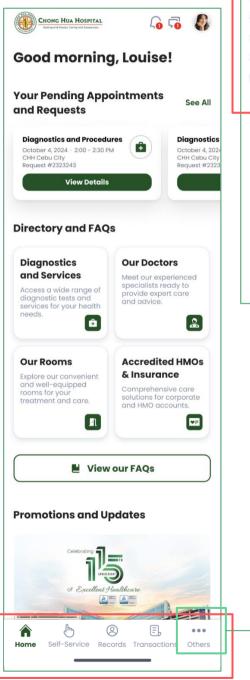


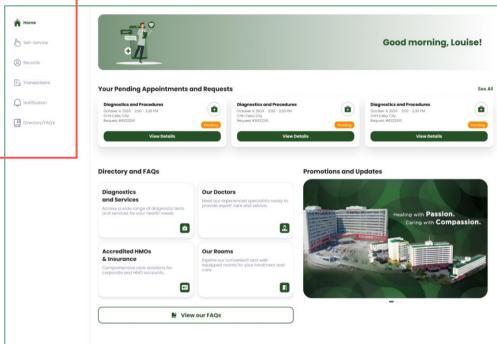
## **LANDING PAGE / DASHBOARD**

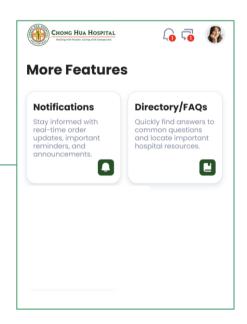
The **Home** menu or the dashboard is the landing page upon successfully logging in.

The main page has the following modules:

- Home
- Self Service
- Records
- Transactions
- Notification
- Directory / FAQs



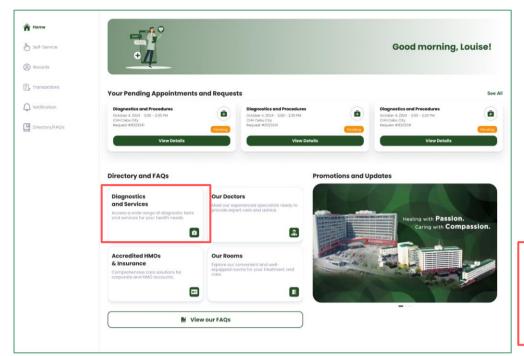


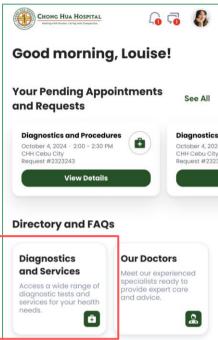


More feature from "Others" ellipsis button.

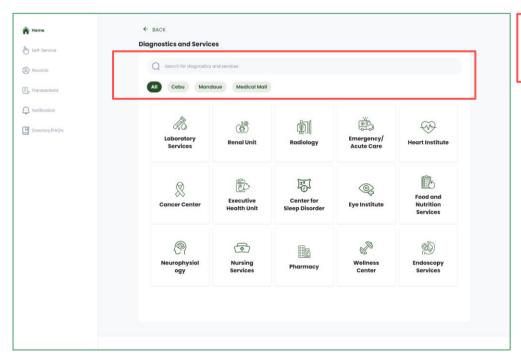
### **DIAGNOSTICS AND SERVICES**

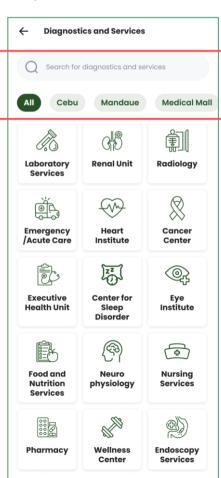
Under the *Directory and FAQs* section from the *Home* menu displays the *Diagnostics* and *Services* section.





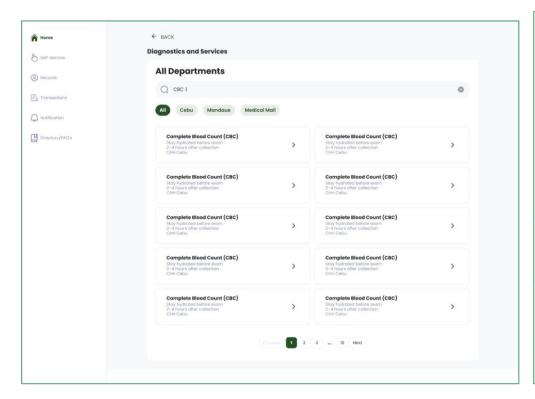
The user can type-in keywords via the search filter field or click the filter button for the locations to easily sort the availability of the diagnostics and services for a particular branch/location.

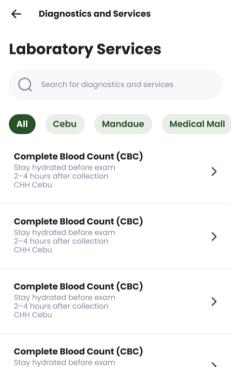




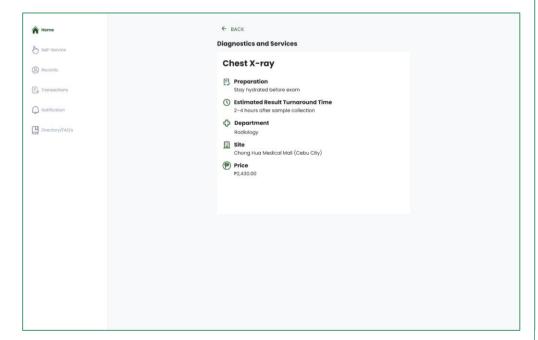
### **DIAGNOSTICS AND SERVICES**

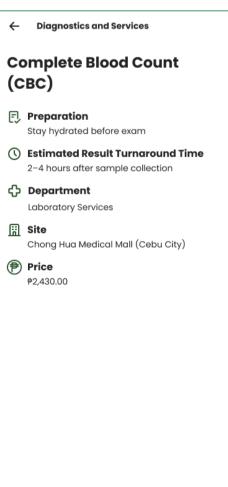
Search results will display the summary information of each available diagnostic and service that the user can click to view all the details.





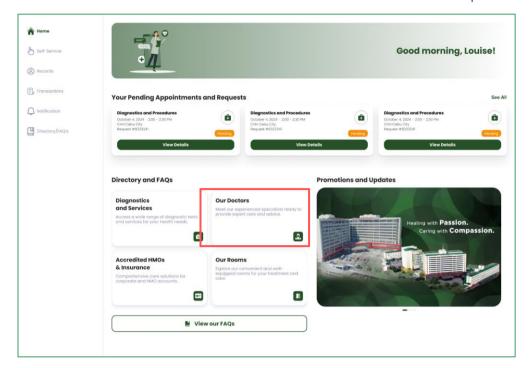
The user can select a specific diagnostic and service and will be redirected to the details of the diagnostics procedures. It will displays the a. Preparation, Estimated Result Turn Around Time, Department, Site and Price.

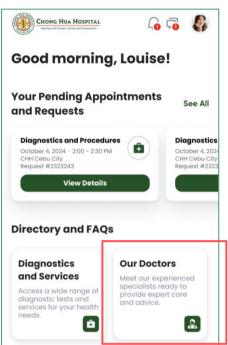




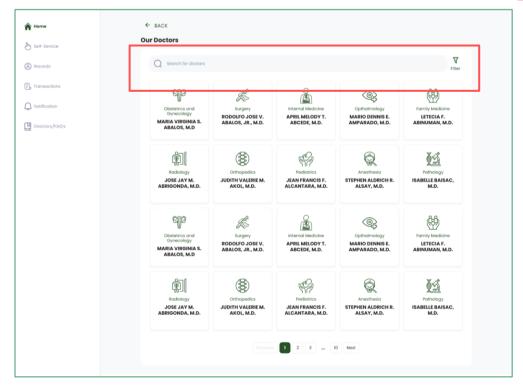
### **OUR DOCTORS**

Under the *Directory and FAQs* section from the *Home* menu displays the *Our Doctors* section where users have access to the list of the Doctors and their specializations.





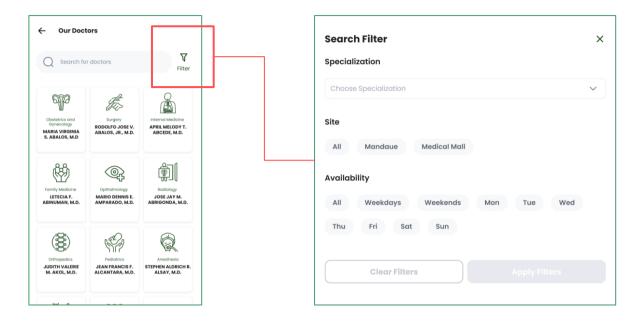
There is a search field where users can type-in key words to search for a specific doctor or specialization.





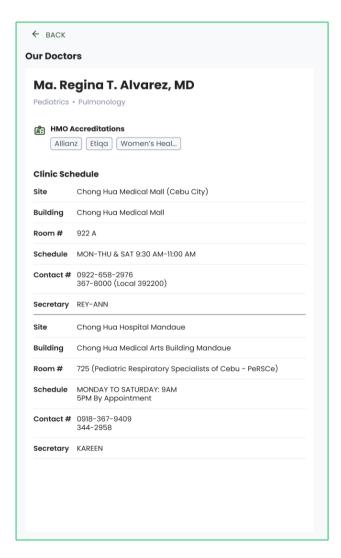
### **OUR DOCTORS**

Or users can also use the search filter button to search for Doctors per Specialization, Site, or availability.



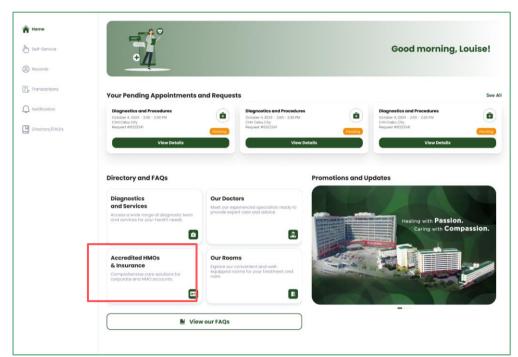
Users can then see the details of the selected Doctor from the screen such as:

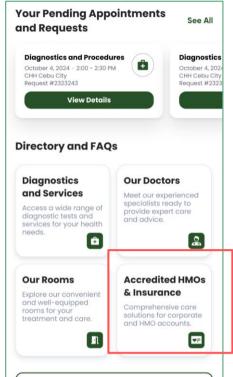
- a. Specialization
- b. HMO Accreditations
- c. Clinic Schedule



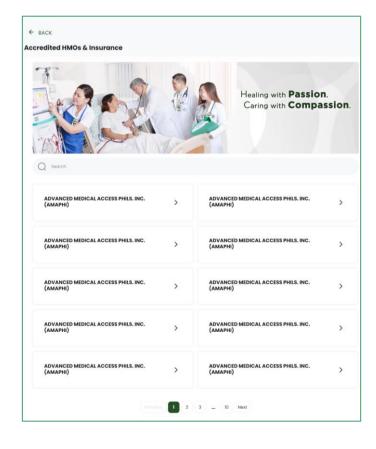
### **ACCREDITED HMOs & INSURANCE**

Under the *Directory and FAQs* section from the *Home* menu displays the **Accredited HMOs & Insurance** section.





Users can see all the available HMOs and Insurance that CHH can cater. User can click a tile to see the details.

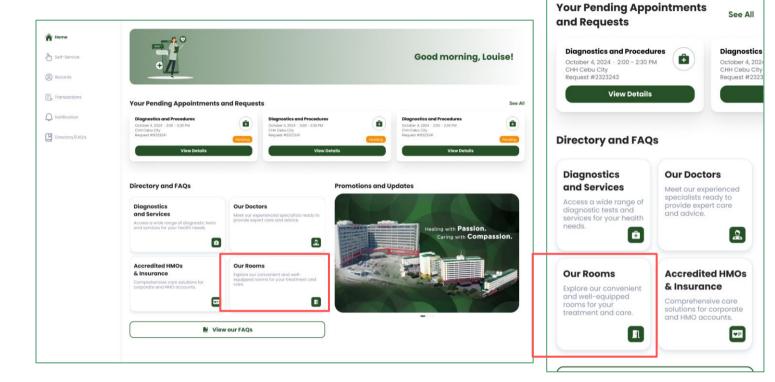




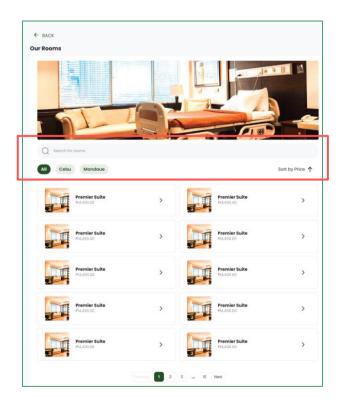
Sample details upon clicking an icon.

### **OUR ROOMS**





Users can see the list of all the available rooms where they can filter out results using key-word from the input field or via clicking a branch filter.

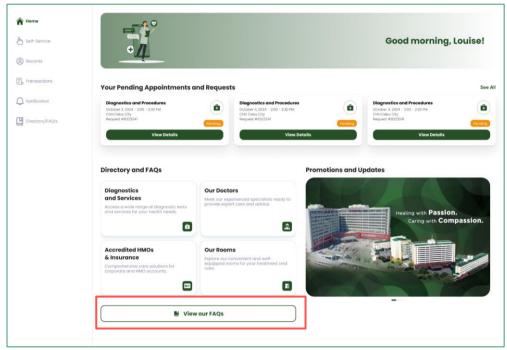


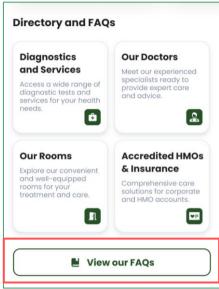
Users can book the desired room using the **Create DTR Admission Request** button.



## **FREQUENTLY ASKED QUESTIONS**

Under the *Directory and FAQs* section from the *Home* menu displays the *View our FAQs* button.



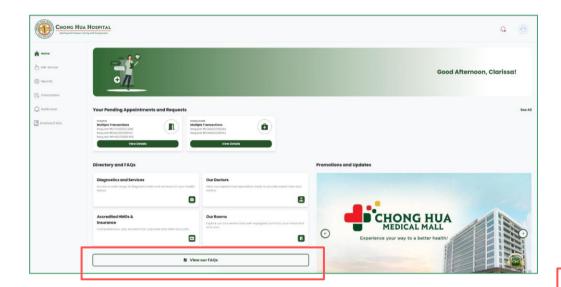


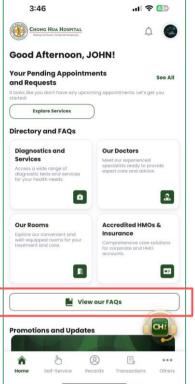
Users can see the list of FQAs under the following department:

- a. Billing
- b. Admitting
- c. Endoscopy Unit
- d. Aesthetic Center
- e. Rehabilitation Medicine
- f. Imaging Services Radiology

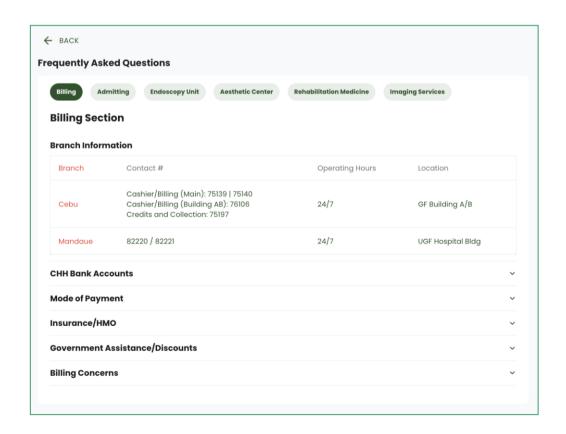
## **FREQUENTLY ASKED QUESTIONS**

Under the *Directory and FAQs* section from the *Home* menu displays the **View our FAQs** button.



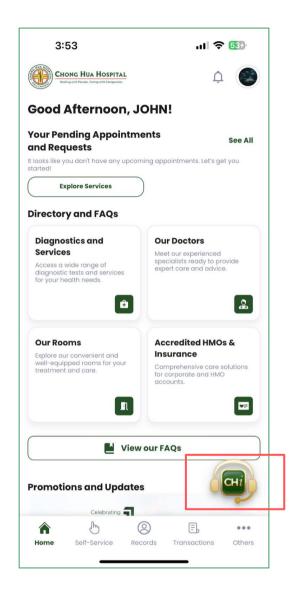


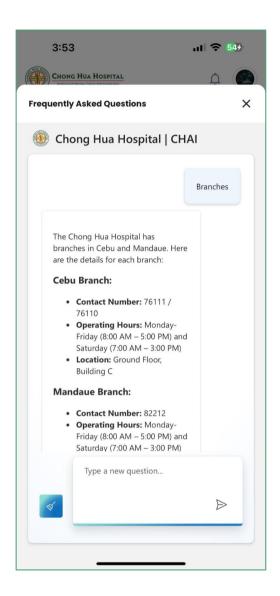
Users can select a specific tab on the FAQs to search for any information regarding CHH Hospital's services and facilities.



### **CHI AI Assistance**

**CHI AI Assistance** is accessible for user questions on the Homepage and Frequently Asked Questions page.

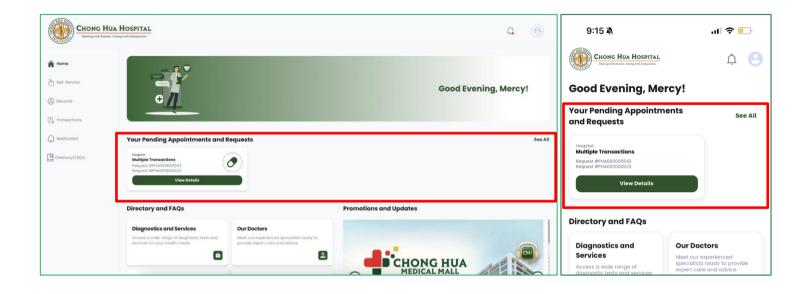


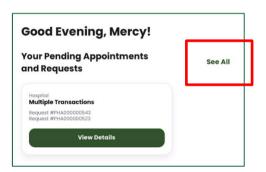


**Example:** User searched "Branches" on the CHI AI Assistance and the App generated all CHH's branches information.

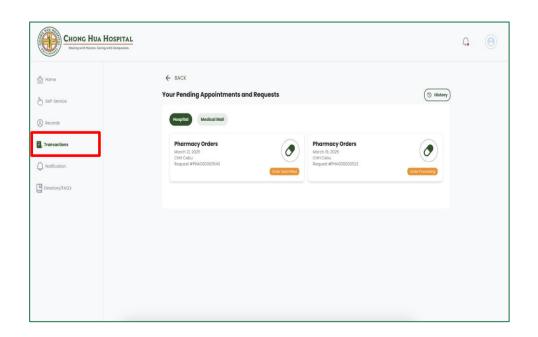
## PENDING APPOINTMENTS AND REQUESTS

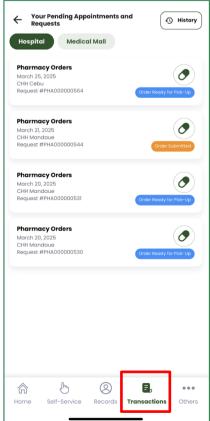
The user's **Pending Appointments and Requests** can be viewed from the **Home** menu.





Clicking the **See All** button link redirects the user to the **Transactions** menu which displays the list of all the pending appointments and requests for Pharmacy Orders and DTR Admission.

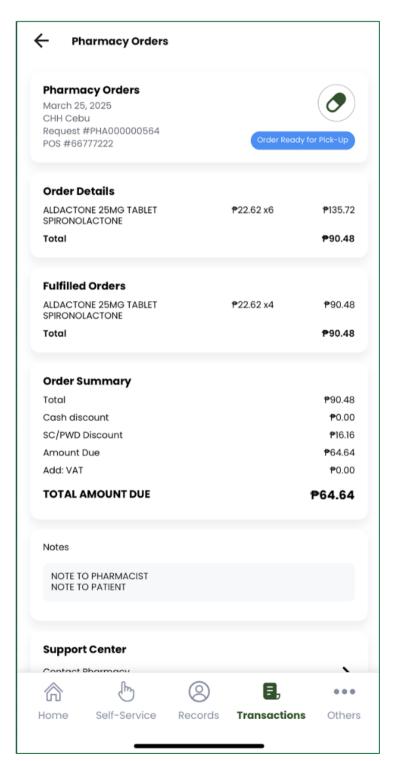




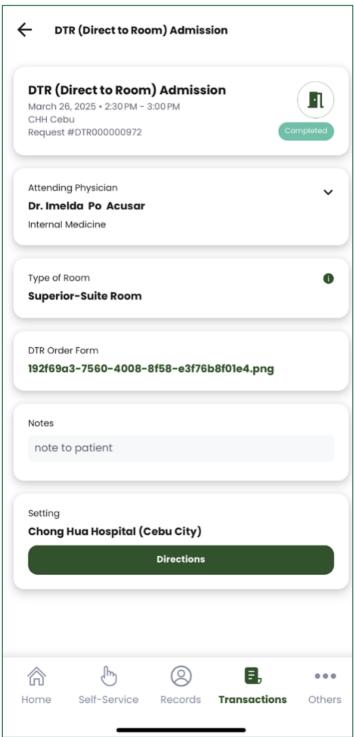
## PENDING APPOINTMENTS AND REQUESTS

Details of the pending request can be viewed by clicking on the Pharmacy Orders and DTR Admission tiles.

#### **Pharmacy Order Request details**

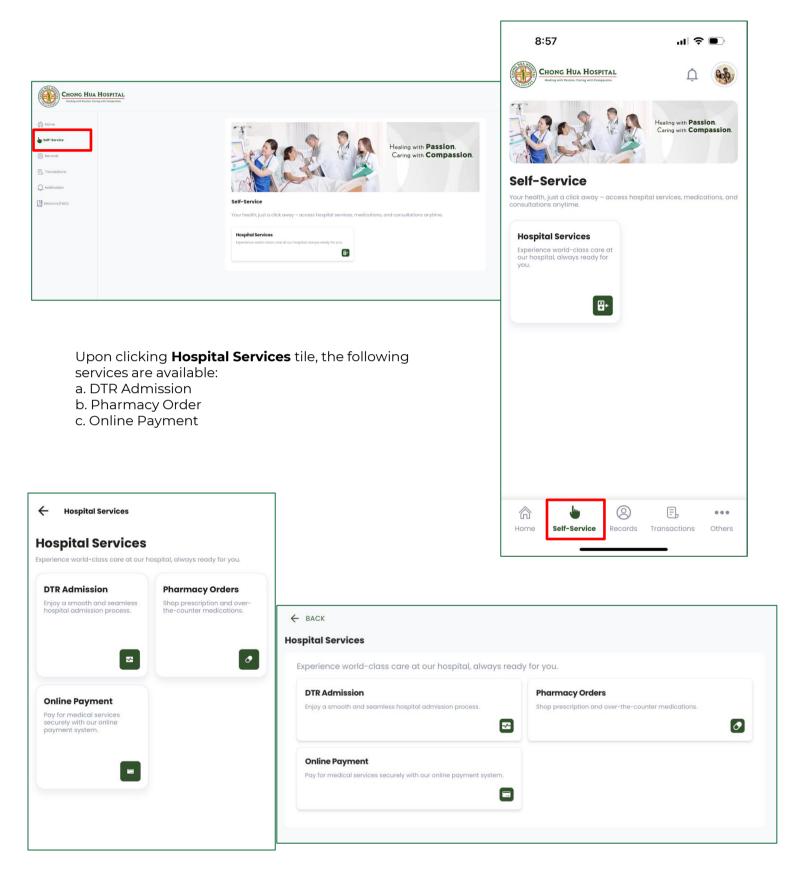


#### **DTR Admission Request details**



### **SELF SERVICE**

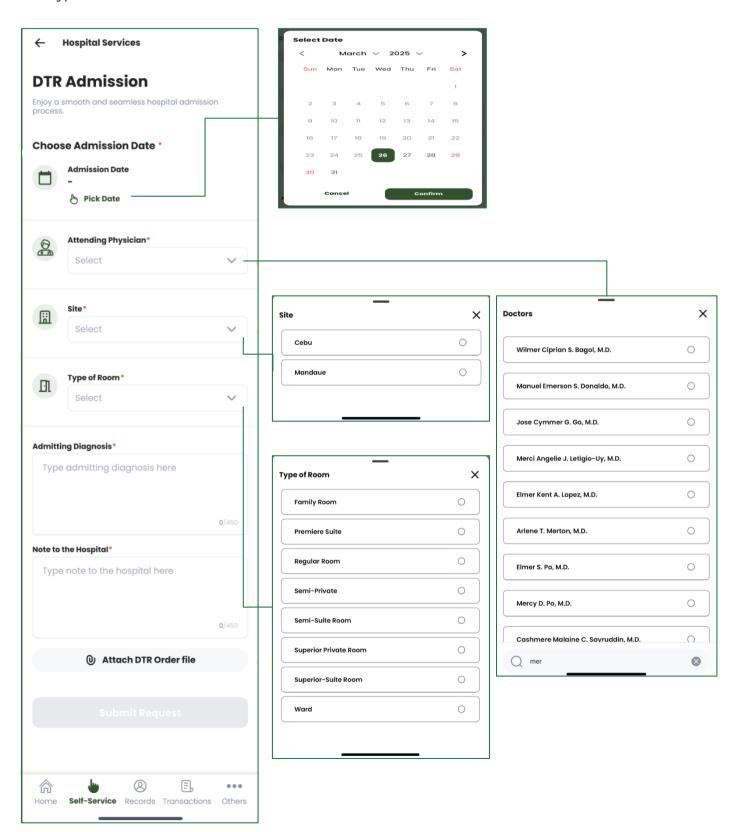
The users can book a service through the **Self Service** module. Upon click of Self Service, Hospital Services tile shall be available.



### **DTR Admission**

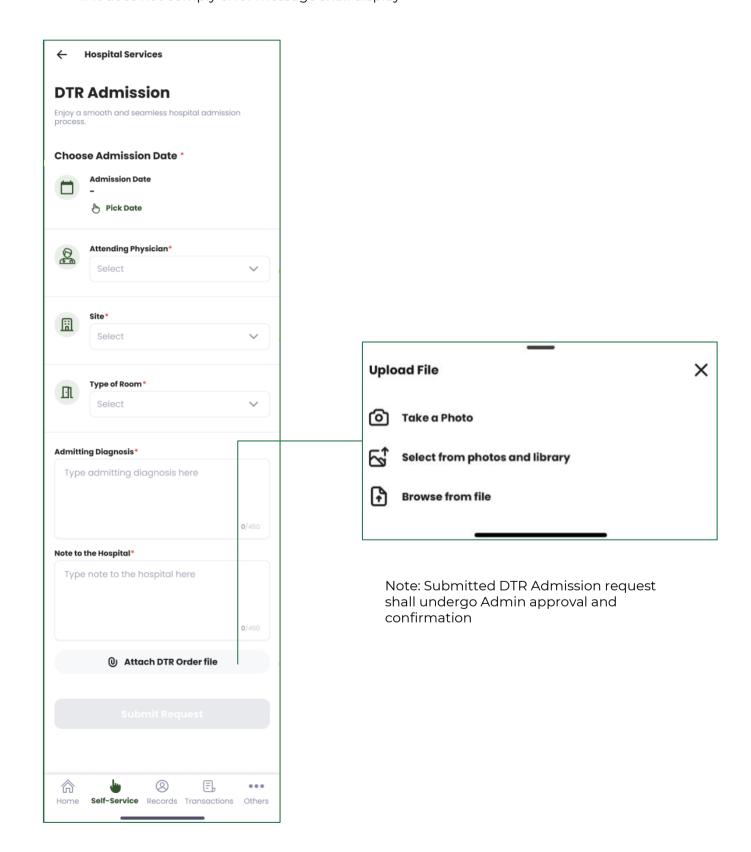
The users shall be able to book their desired rooms in advance prior their admission date through **DTR Admission** module. Upon click of DTR Admission tile, user shall be redirected to DTR Admission page where they select/input the following:

- a. Admission Date
- b. Attending Physician
- c. Site
- d. Type of Room

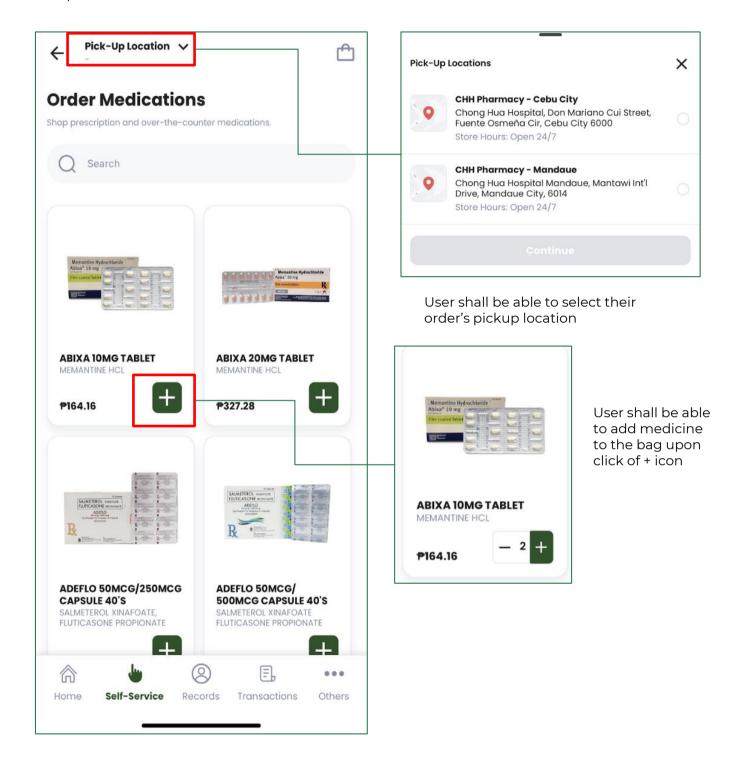


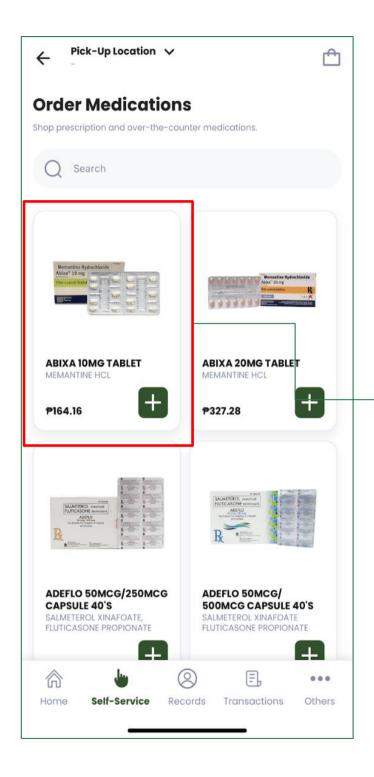
## **DTR Admission**

- e. Admitting Diagnosis
- f. Note to the Hospital
- g. User shall be able to attach their DTR Order file.
- It shall be able to attach a maximum of 5 files
- It shall accepts a maximum of 5mb
- It shall accept the following file format (pdf, .jpg/.jpeg, .png, .webp, .heic/.heif (ios specific))
  - > if it does not comply error message shall display



The users shall be able to order medicine through CHi App. Upon click of **Pharmacy Orders** tile, user shall be redirected to Pharmacy Orders page where can select the desired medicine for purchase. User shall be able to see the list of medicines that Chi has to offer.



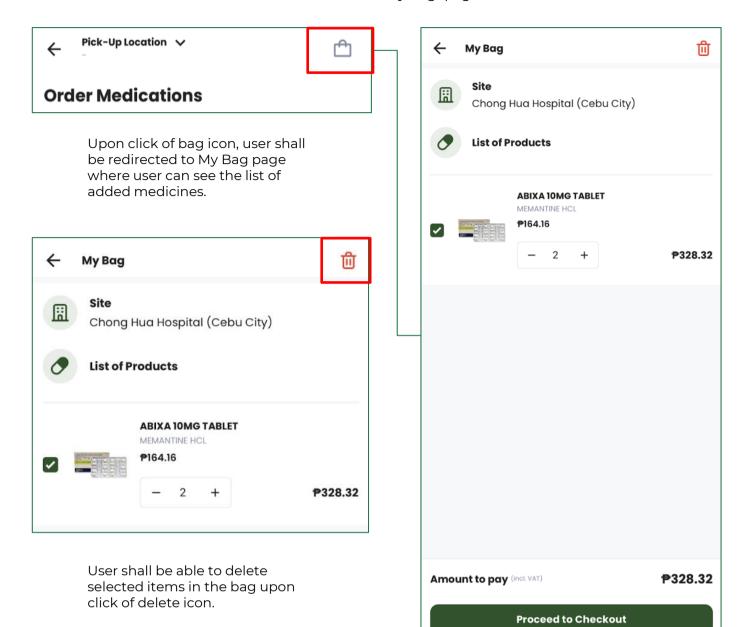


User shall be able to see the details of the medicine upon click of the product tile

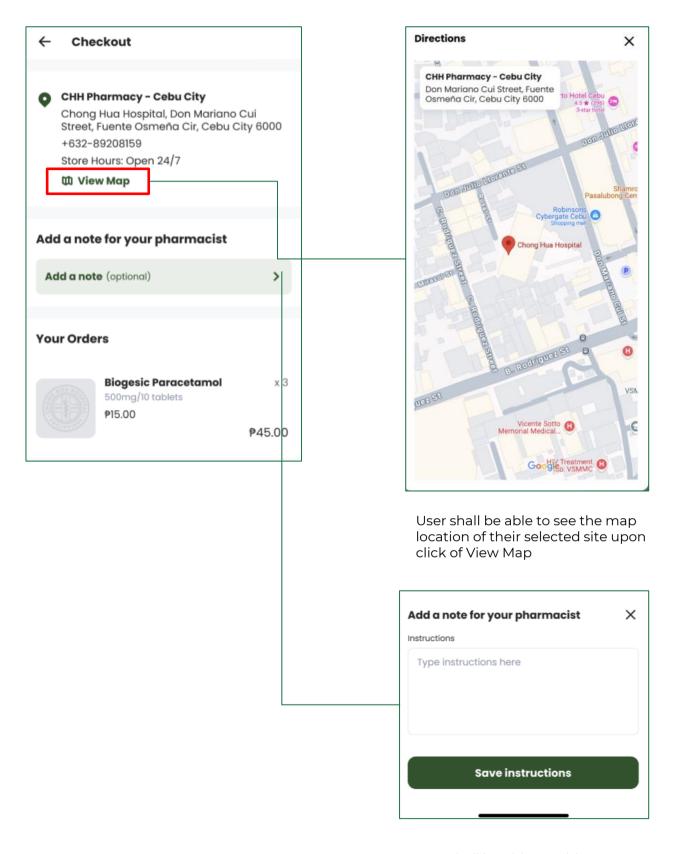


User shall be able to add medicine to the bag upon click of Add to bag button

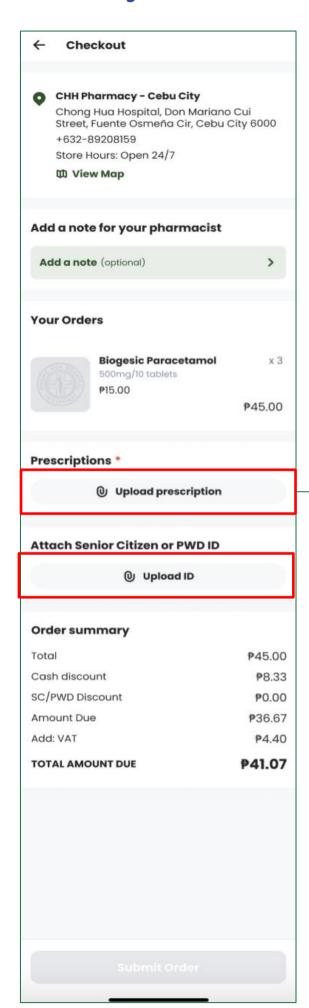
All added items shall be available in the "My Bag" page.

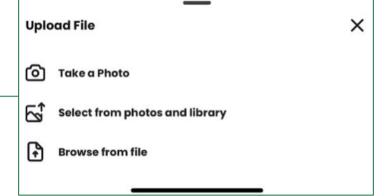


User shall be able to see the details of their order prior checking out in the Checkout page.



User shall be able to add note to pharmacist upon click of Add a note.



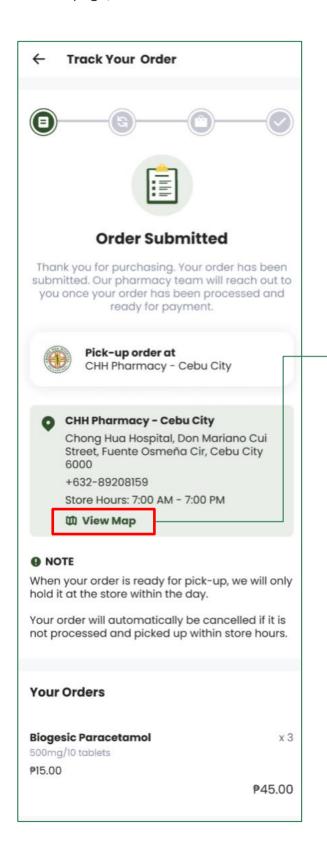


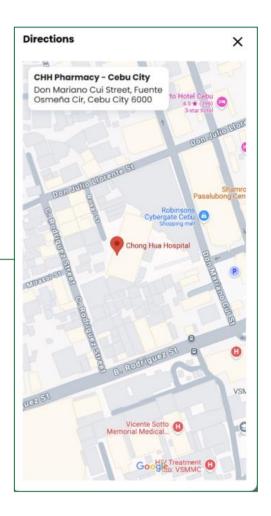
User shall be able to attach prescription and senior citizen or pwd id

- It shall be able to attach a maximum of 5 files for prescription and 1 file for senior/pwd id
- It shall accepts a maximum of 5mb
- It shall accept the following file format (pdf, .jpg/.jpeg, .png, .webp, .heic/.heif (ios specific))
- > if it does not comply error message shall display

Note: All submitted medicine order shall be subjected to Pharmacist review and confirmation

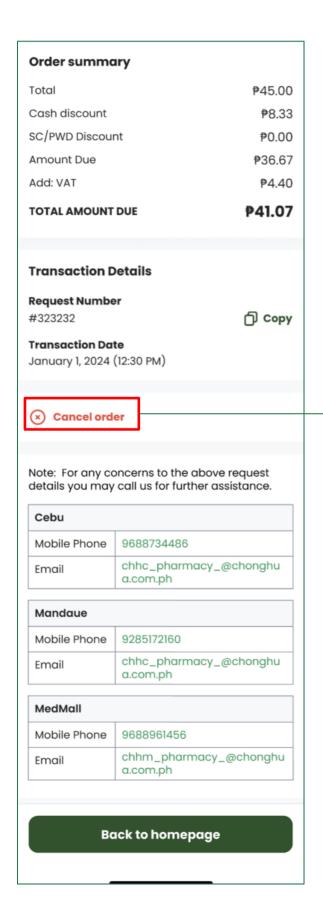
User shall be able to see the details and status of their order. Upon click of submit order button in checkout page, user shall be redirected to Track Your Order Page.

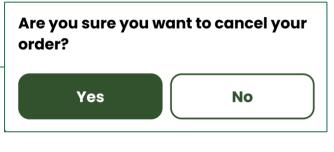




User shall be able to see the map location of their selected site upon click of View Map

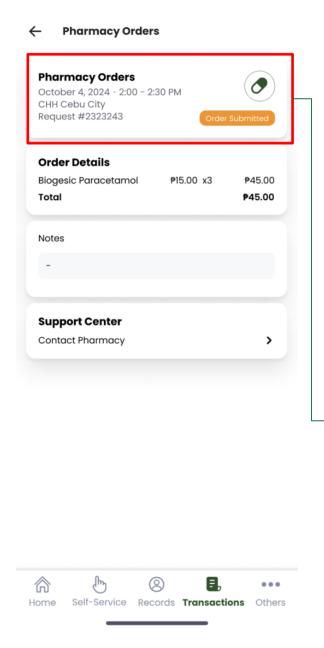
User shall be able to see the details and status of their order. Upon click of submit order button in checkout page, user shall be redirected to Track Your Order Page.

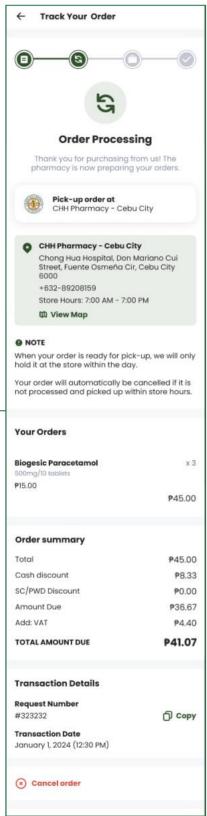


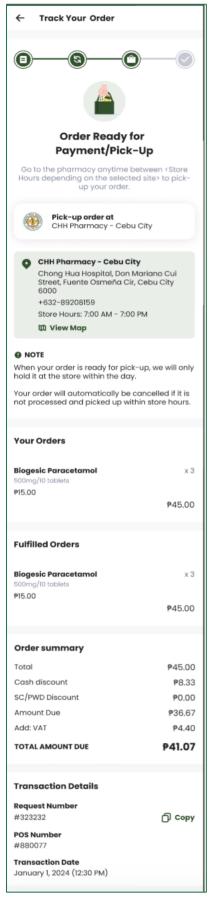


User shall be able to cancel their pending order

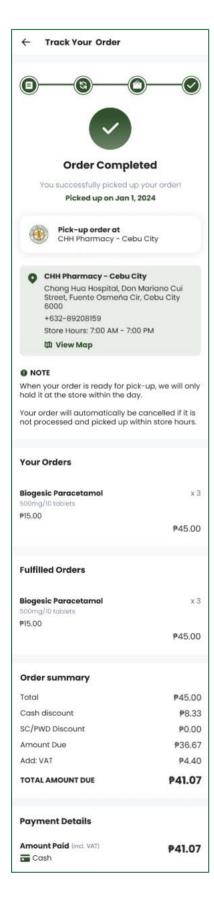
Any changes made by the pharmacist on the medicine order request shall reflect on the Track Your Order Page.

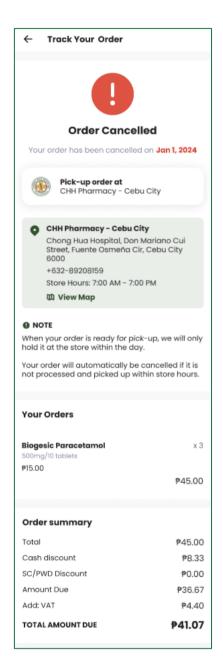






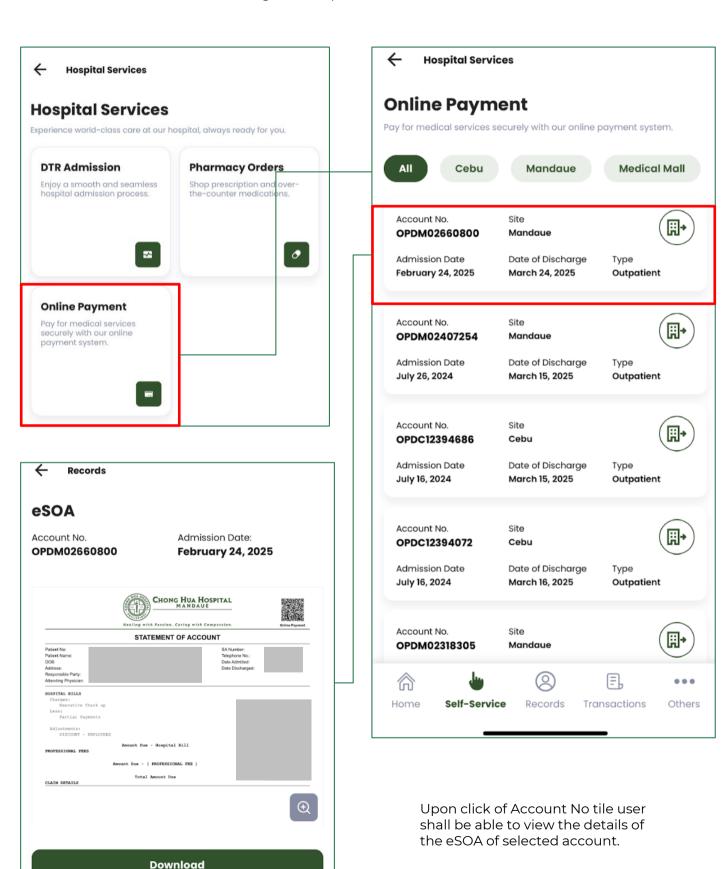
Any changes made by the pharmacist on the medicine order request shall reflect on the Track Your Order Page.





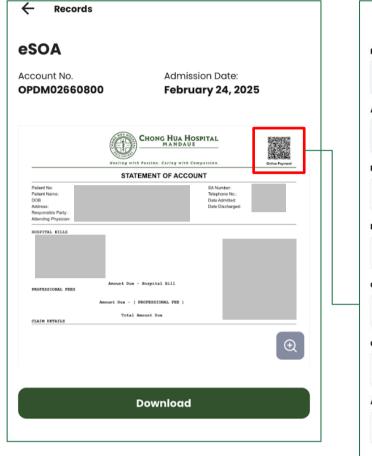
## **Online Payment**

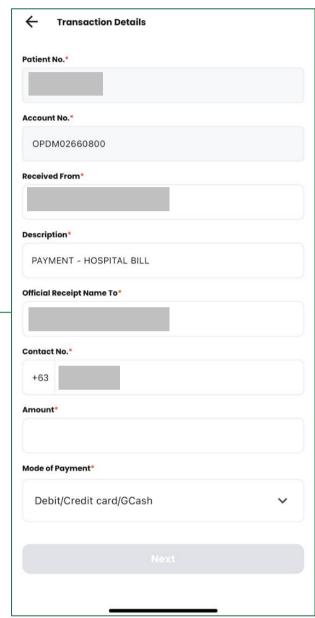
User shall be able to pay their balance online through **Online Payment** module. Upon click of Online Payment tile, user shall be redirected to Online Payment page where they can see the list of their historical transaction in Chong Hua Hospital.



# **Online Payment**

User shall be able to pay online by clicking the QR code in the eSOA.

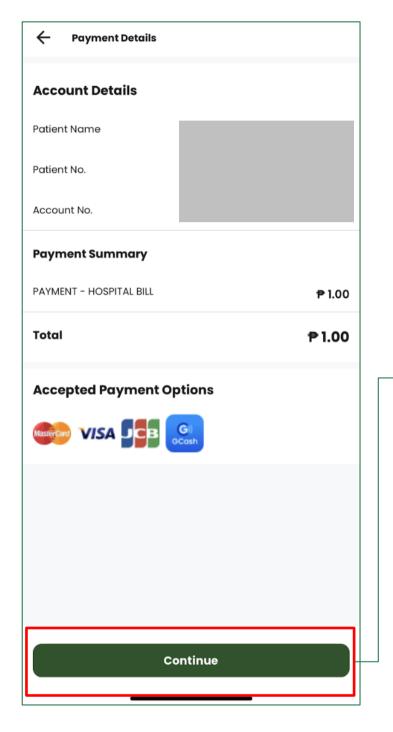


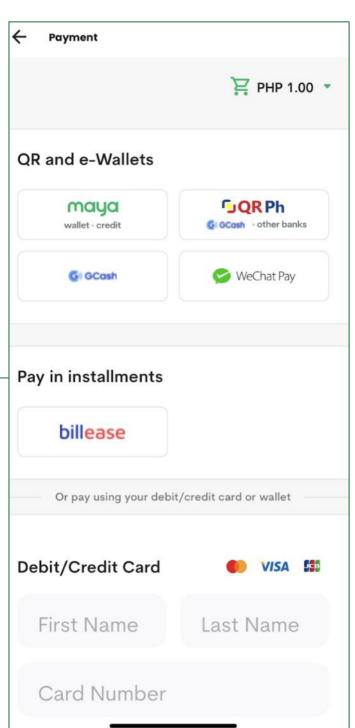


User shall be able to fill up the necessary details prior proceeding to the next step

# **Online Payment**

Upon click of Next button in Transaction details page, user shall be redirected to Payment Details Page.

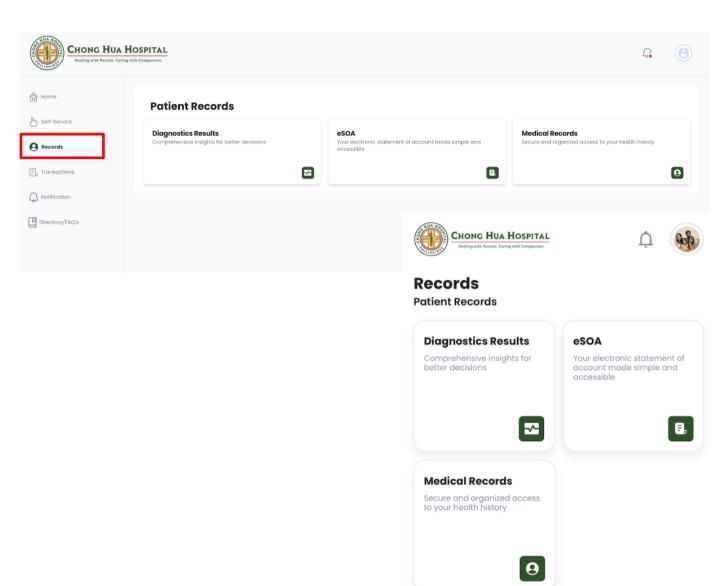


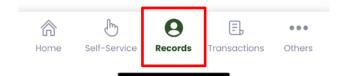


### **RECORDS**

User shall be able to see the details of their RECORDS for the following:

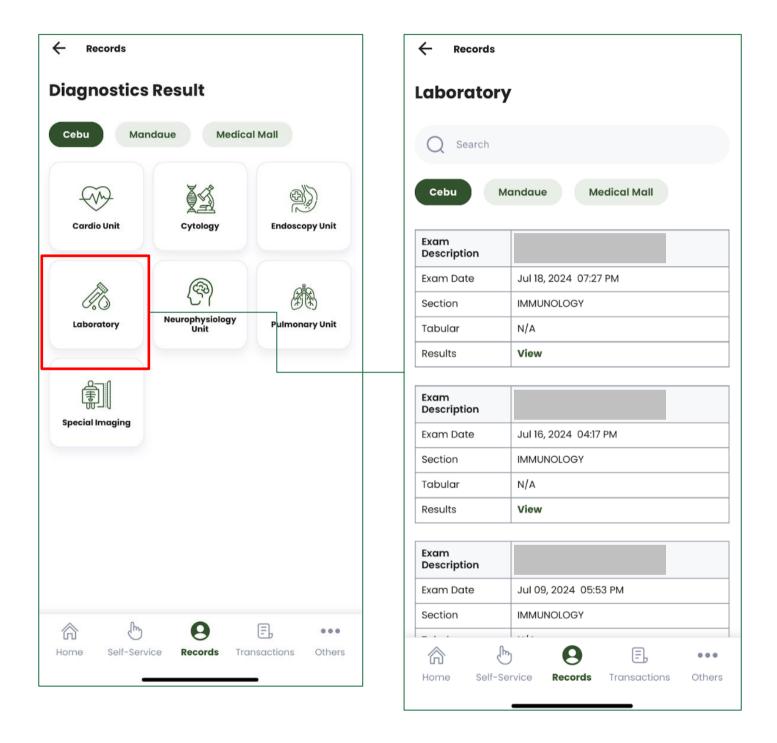
- a. Diagnostics Results
- b. eSOA
- c. Medical Records





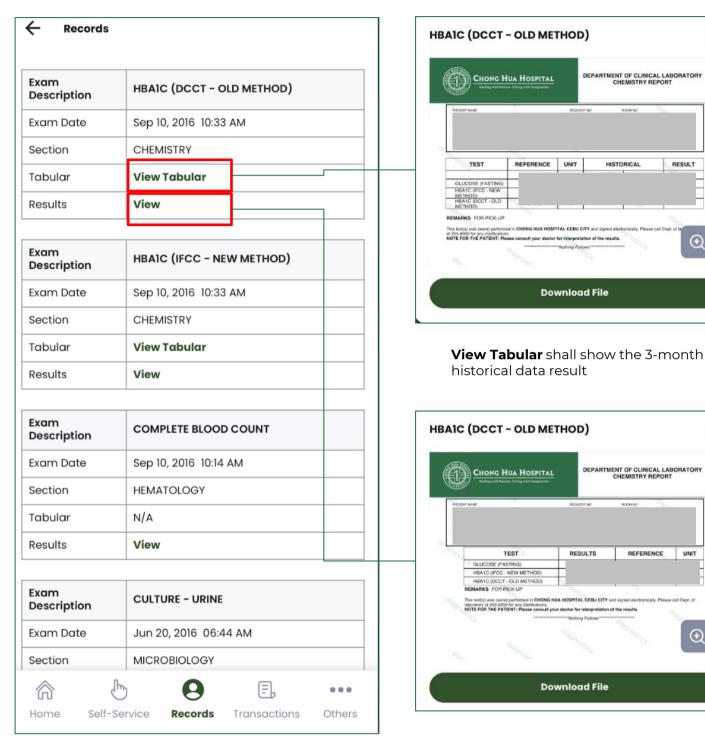
# **Diagnostics Results**

User shall be able to see the results of their diagnostics transactions in **Diagnostics Results** module for Cebu, Mandaue and Medical Mall.



Upon click of department, user shall be able to see their diagnostics result under that department.

## **Diagnostics Results**



View shall show the data result of the selected exam date

X

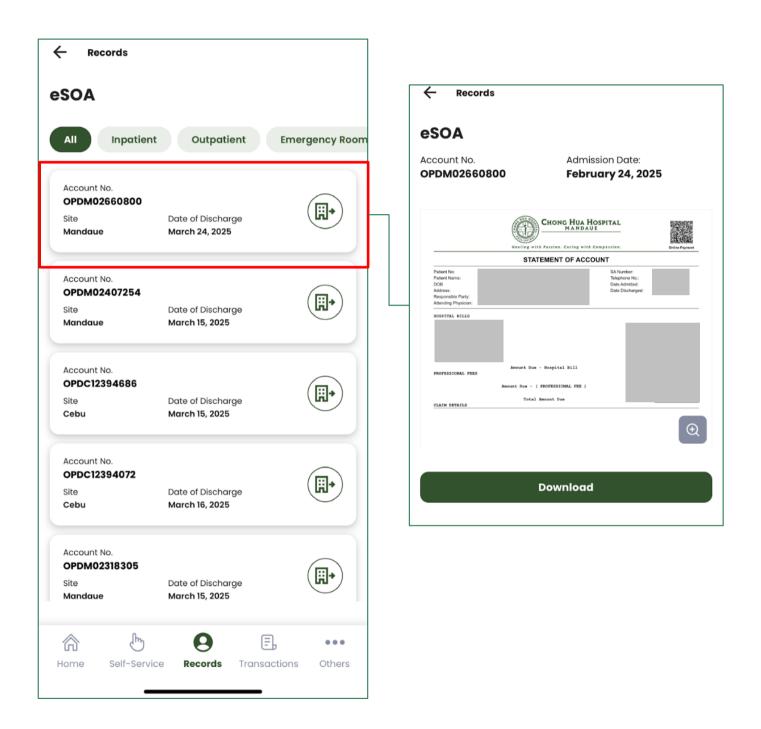
X

UNIT

RESULT

### **eSOA**

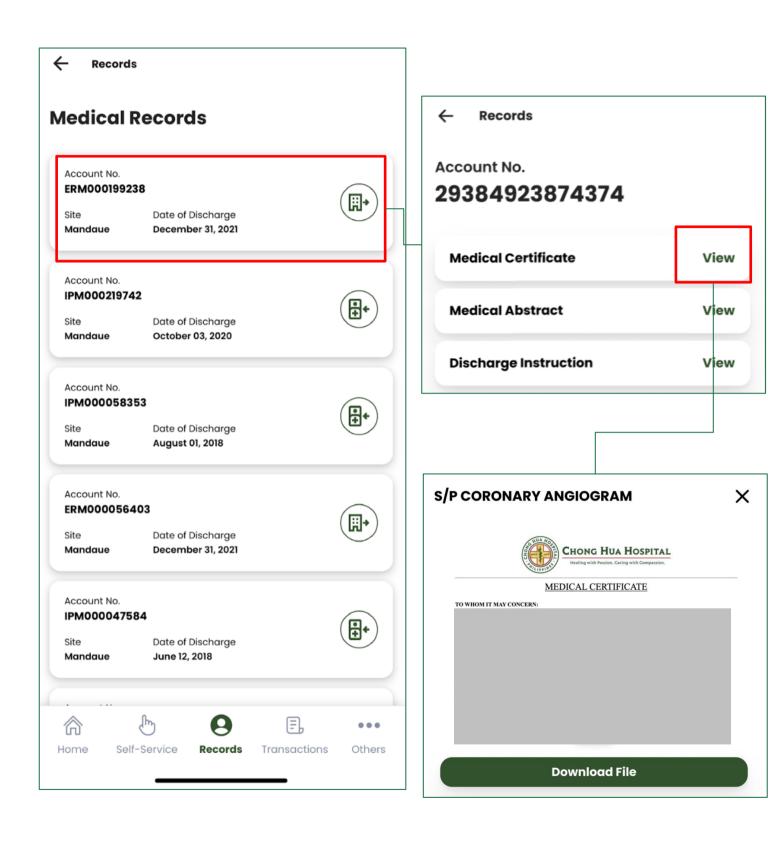
User shall be able to see their Electronic Statement of Account (eSOA) of their Chong hua transaction visit.



Note: This will follow the same process as Online Payment.

### **Medical Records**

User shall be able to see their Medical Records under Records module.



### **NOTIFICATIONS**

User shall be able to see receive notification if there are change in status made in their request.

