# Prescription Activation using MHS Genesis Patient Portal

460th Medical Group Pharmacy



\*\*Scanning this QR Code will take you to the MHS Genesis Patient Portal Home Page\*\*

FOR ANY MHS GENESIS PORTAL TECHNICAL ASSISTANCE, PLEASE CALL **1-800-368-3665** or use the FAQ link on the portal log-in page. PLEASE NOTE: This portal is designed for ACTIVATING NEW and NON-URGENT PRESCRIPTIONS electronically submitted by your health care provider.

Please continue to use our telephone automated system at 720-847-7455, Option 1, to request REFILLS. Using the portal to request refills may take up to 5 business days.

To activate new prescriptions for same day pick-up, please call 720-847-9355 Option 4, then Option 3.

#### Thank you for transitioning to our new Electronic Health Record!

Using the MHS Genesis Patient Portal helps reduce telephone hold times, wait times at the pharmacy, prevent delays in receiving medication, and most importantly improve patient care!



Tel: (720) 847-9355 Option 4, then Option 3

This version is current as of 13 Feb  $\mathbf{23}$ 

### ACTIVATE YOUR PRESCRIPTIONS VIA THE MHS GENESIS PHARMACY PATIENT PORTAL

1. Go to https:// patientportal.mhsgenesis.health.mil/.

2. Login using either your DS Logon or CAC Authentication.

3. From the main menu, choose "Messaging"

	Inbox
GENESIS	Send a message
	☑ No messages received
# Dashboard	
Health Record ~	
⊠ Messaging ^	
lnbox	
i Sent	
Trash	
Appointments and e-Visits ~	
View Patient Information/PCM	
G Health Library	

4. From the messaging menu, click the blue button option to "Send a message."

## 5. In the "To" line, search "Buckley Pharmacy Prescription Activation"

< New Message	
* Indicates a required field.	
* This message is sent on behalf of	
Howard, Bradley W	~
то	
USAF Academy Pharmacy ×	•
Select a recipient	
* Subject	
Atorvastatin Calcium 40 mg Activation	
Attachments Maximum file size is 25 MB Choose File, No like chosen Add another attachment • Message	
Medication activation for 40 mg Atorvastatin Calcium 40 mg.	Å
Send Cancel	

6. In the "Subject" line, identify whether this is a "New Prescription Activation" OR a "Refill Request."

7. In the "Message" block, please provide the name(s) of the medication, corresponding dosage(s) and prescription number(s) (if available and as shown on the bottle) as well as any drug allergies. \*\*PLEASE NOTE: If you are messaging on behalf of someone else, please include their full name, DOB, DOD ID#, and any medication allergies\*\*
 If this information is not included, the pharmacy may not be able to process your request.

8. Also, please provide a current cell phone number along with the name of your wireless carrier in order to receive an automated text message once your prescription is ready for pick-up.
PLEASE NOTE: text message notifications

#### currently <u>do not</u> work for refills. \*\*text message rates may apply: check with your carrier for questions\*\*

9. No attachment is required, but if you are unable to transcribe the info from your bottle effectively in the subject/message line, patients may send a picture of the medication bottle.

10. Click the blue "Send" button.

 Within one business day, you will receive a return message from the Pharmacy indicating when your medication(s) will be ready for pickup.