



medcorder

Getting Started Guide for Patients

Android Edition

June 24, 2020 v1.0



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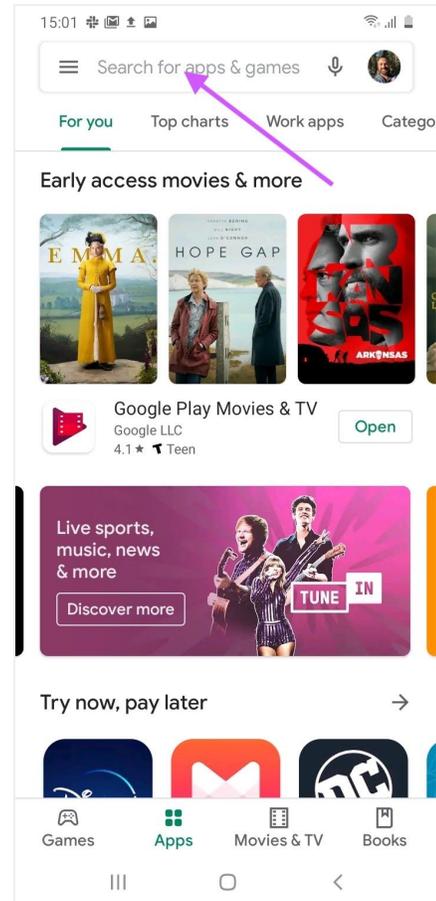
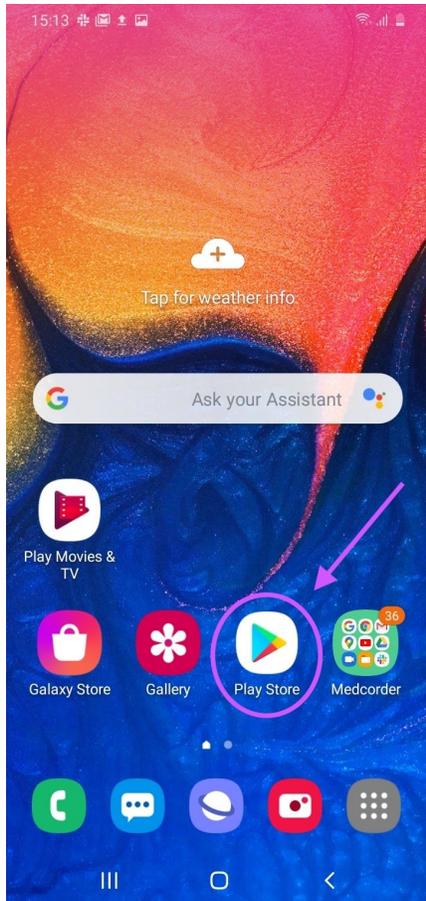
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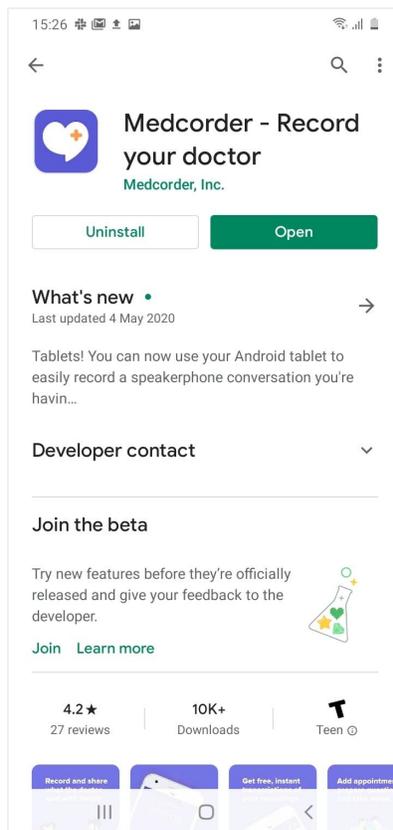
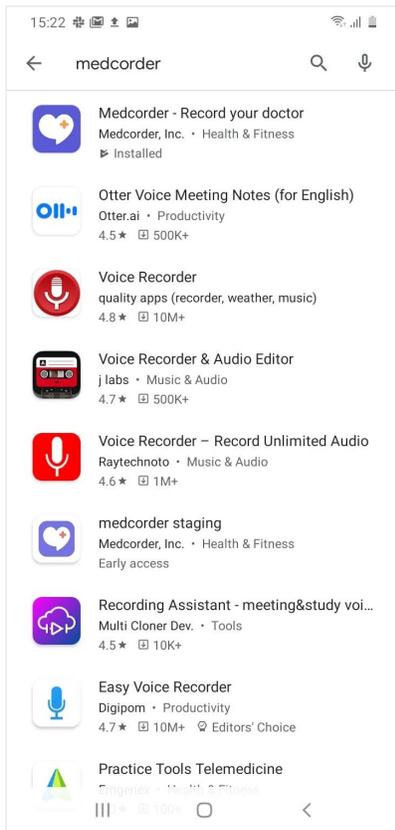
[Enjoy using Medcorder!](#)

Install the Medcorder App

You can use Medcorder on any Android Device with OS 5.0 (a.k.a. lollipop). To download it, open up the Google Play Store on your device, tap the search icon in the bottom right corner, and type in “Medcorder”.



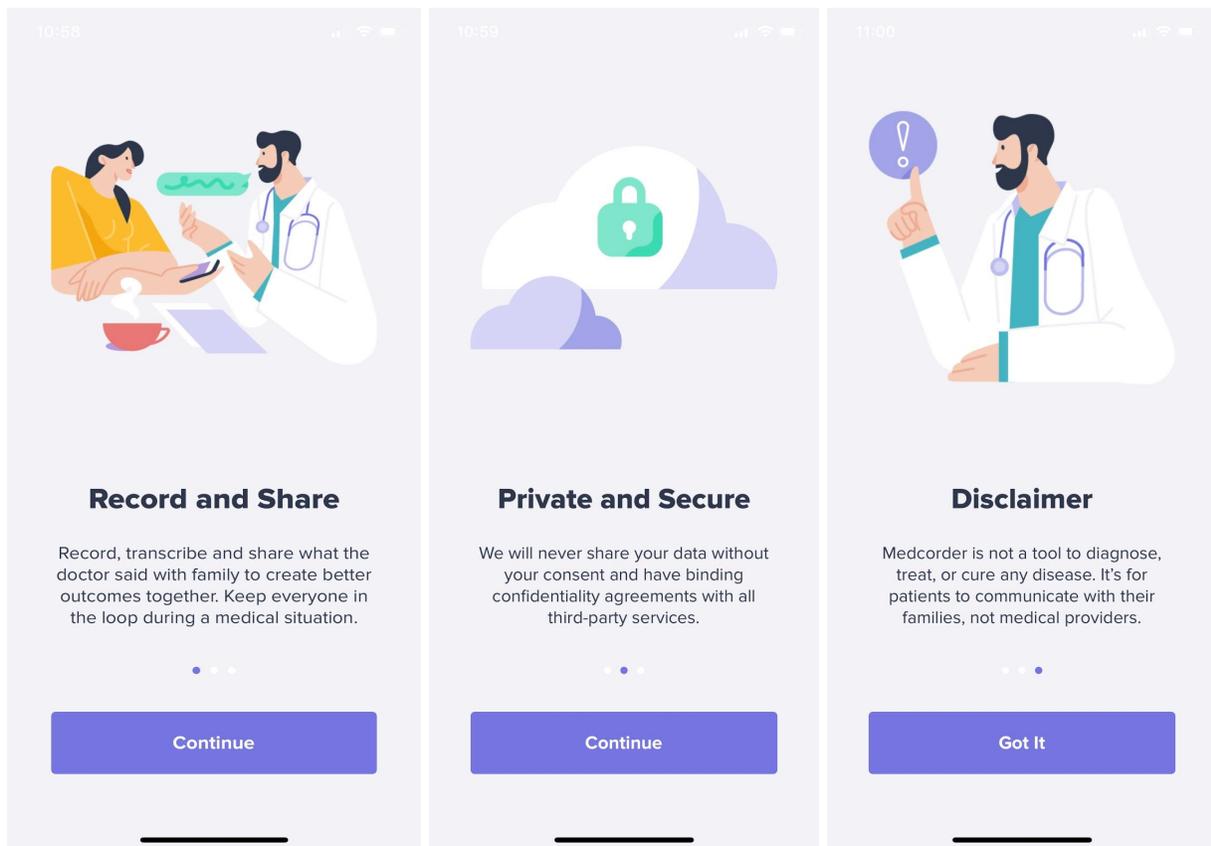
You might see some similar apps to Medcorder advertised in your search results, ignore those and install the one that says, “Medcorder: Record Your Doctor.”



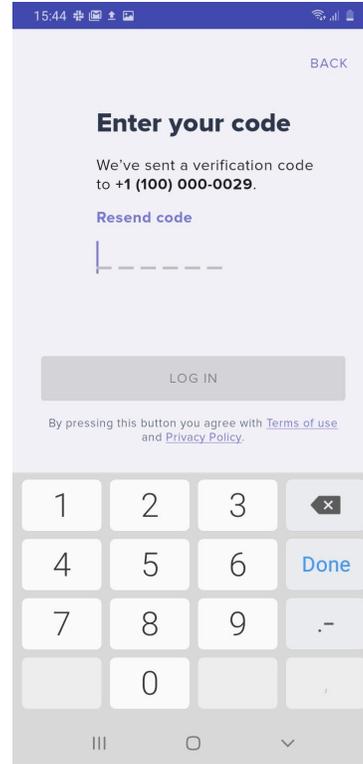
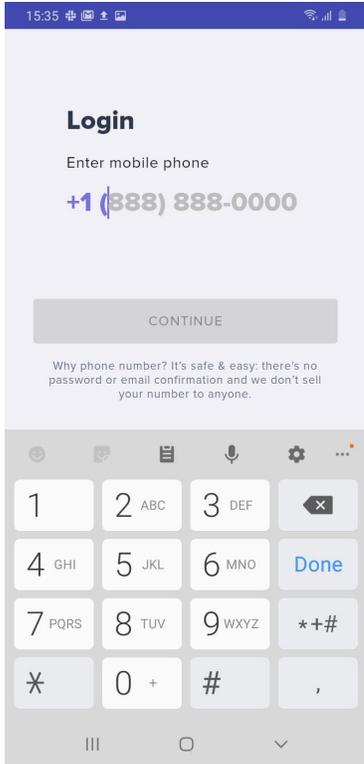
Press Install, wait for the app to download and install (there will be a spinning circle) and then press OPEN to start the app. You can get back to the app any time by finding the "heart chat" logo on your phone.

Log In & Set Up Your Medcorder Account

Once you have opened the app for the first time you will be guided through a series of onboarding screens:

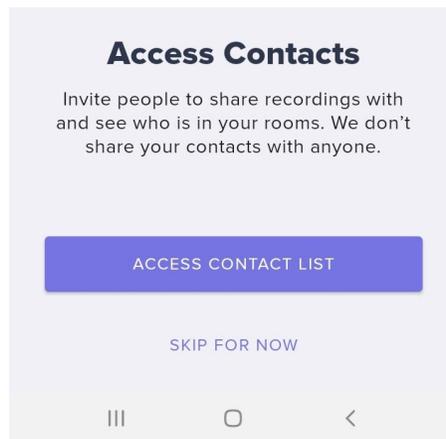


Next, you will be asked to Login using your mobile phone number. We use your phone number because It's safe, easy, and there's no password to remember. Don't worry, we do not sell your phone number to anyone.

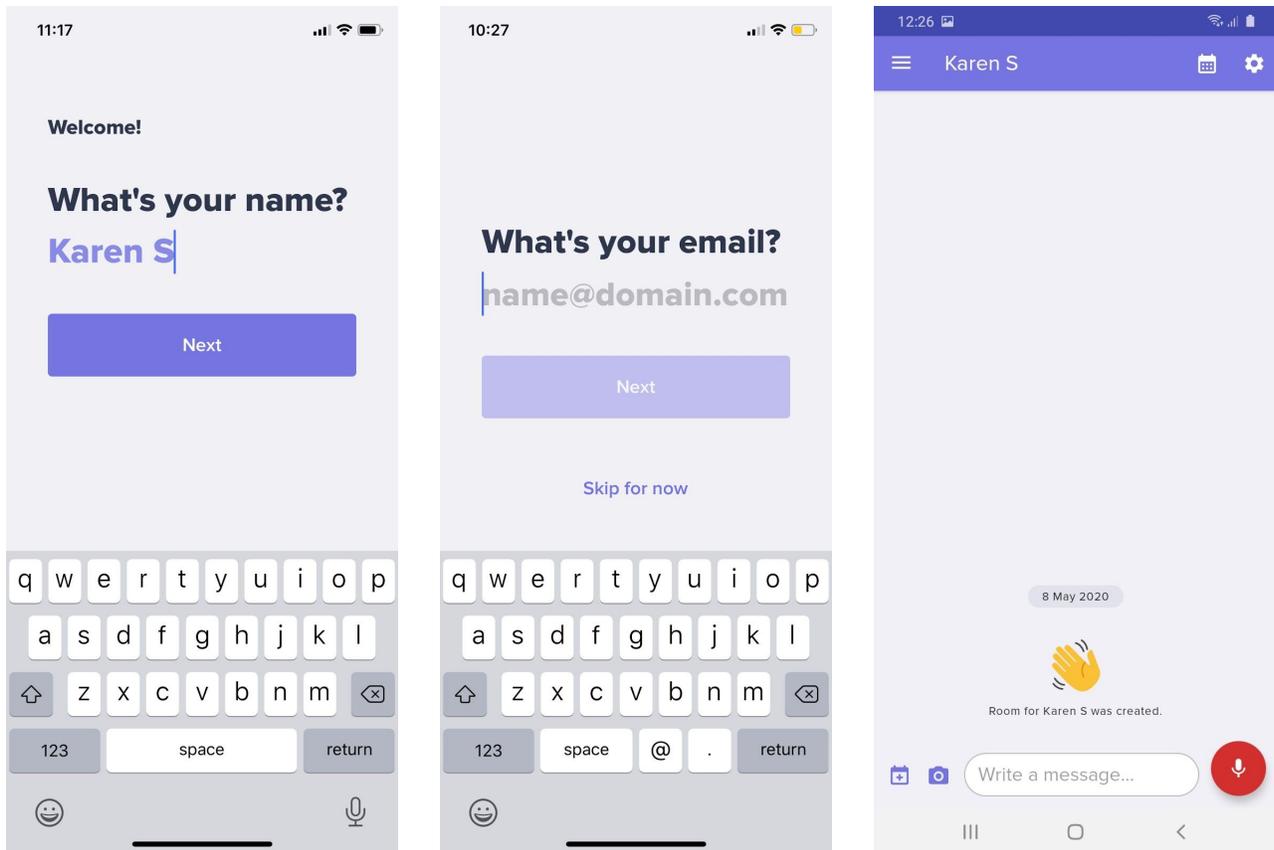


After you enter your number and tap **Continue** you will be texted a confirmation code and be taken to the **Enter your Code** screen. Here enter the 6 digit code that was texted to you and tap **Login**.

You will be prompted to give Medcorder access to your contacts list. Tap **Access Contact List** to easily add the friends and family who will be supporting you.

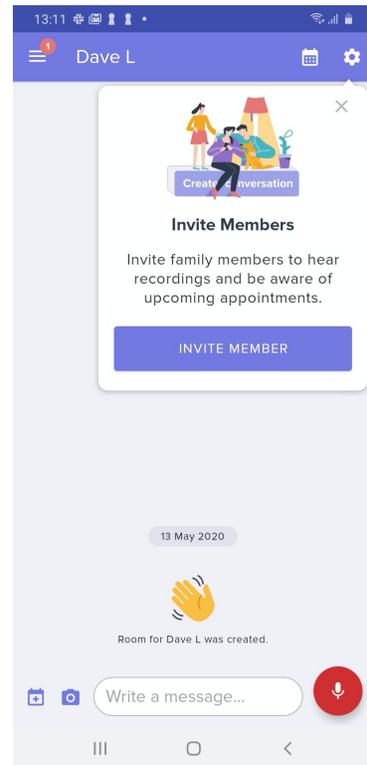
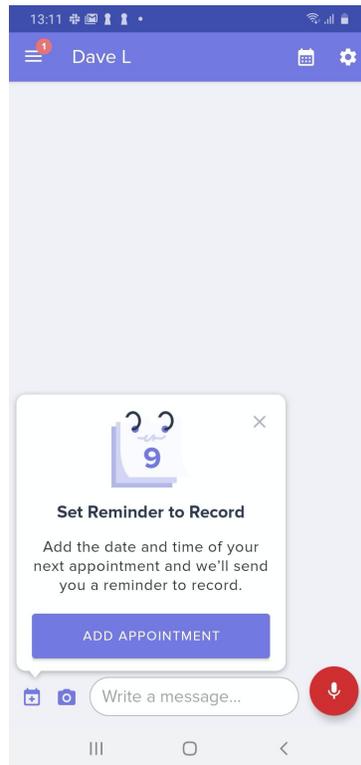
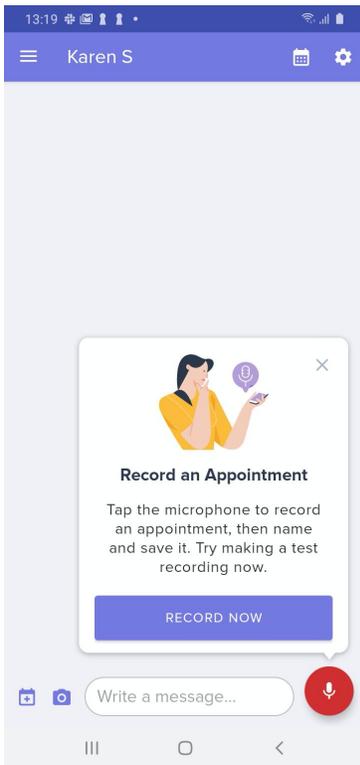


Next, add your name and email address to get notified about updates to Medcorder and content that will help you get the most out of the app. Again, we do not sell your personal information.



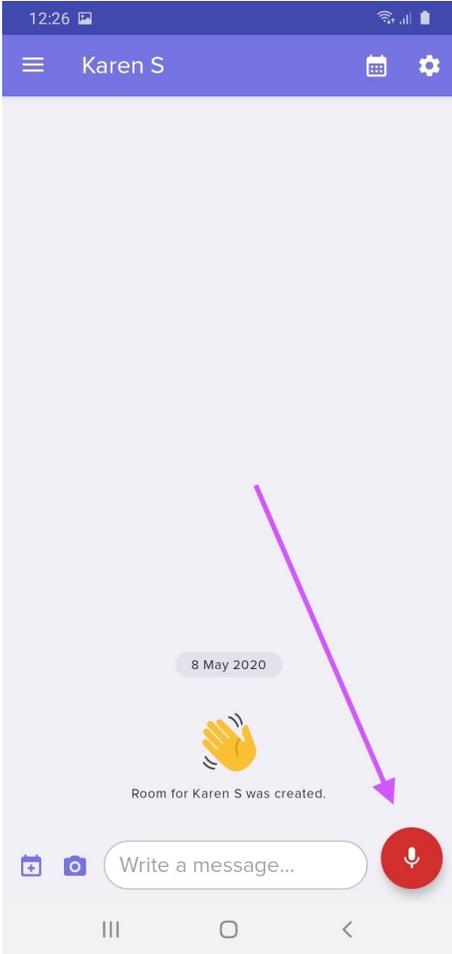
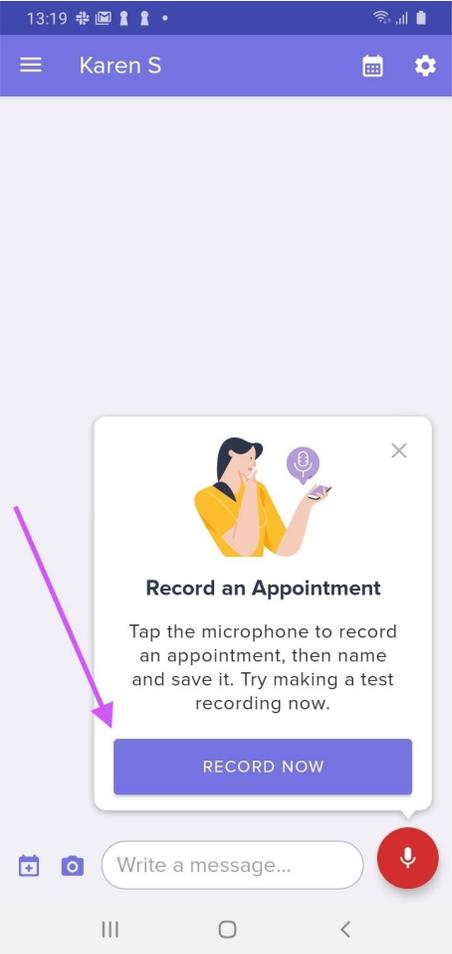
Once you complete the Login process you will see the Chat Room view of the Medcorder app. When you log in for the first time, a Chat Room is automatically created for you and you will see your name at the top of the screen. Now you can configure the app for recording important medical conversations and sharing them with your family.

We've included some handy tool tips within the app to help you familiarize yourself with the main features. After you go through the tool tips they will no longer appear, but rest assured, all the functions are described in this guide. Now that you have successfully downloaded the app and set yourself up as a patient, let's check it out!



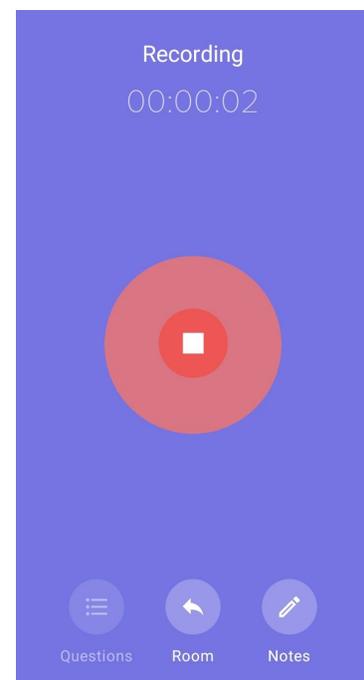
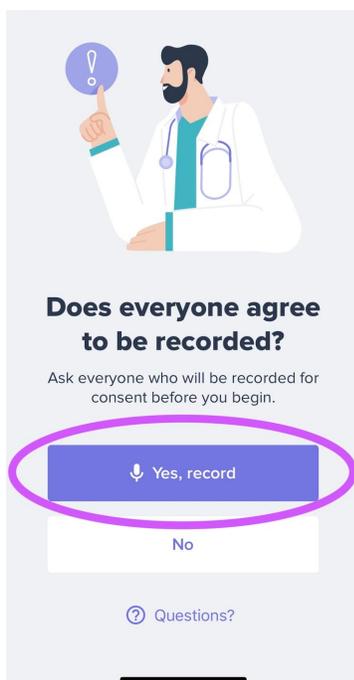
Record an Appointment

As you can see, the tool tip is pointing to the big red button with a microphone icon at the bottom right of your screen. Tapping this button is how you make recordings. Tapping **Record Now** in the tool tip or the **red record** button will take you to the Recording Consent Screen.



Does everyone agree to be recorded?

On this screen you will be prompted to ask everyone present to agree to being recorded. You can press the **Questions** button at the bottom of the page to learn more about HIPAA compliance and other questions you may have about recording consent. After receiving consent, press the **Yes, record** button. Once pressed, your recording will begin and you will see the **Recording Screen**.

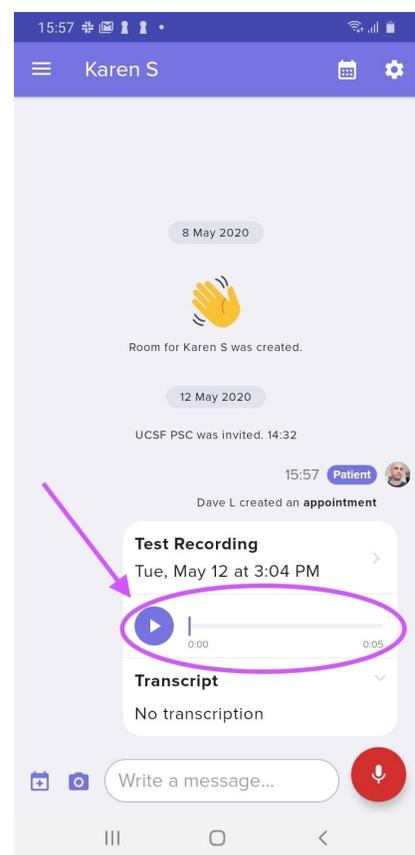
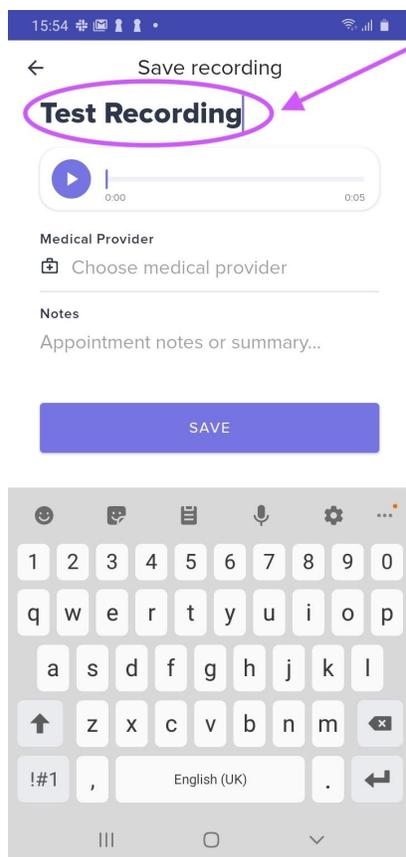


For the purpose of this tutorial, try saying a few sentences for the recording to capture. You can also read this guide out loud in order to test the recording function of the app. After you've recorded 10-15 seconds of audio press the **Red Stop** button in the middle of your screen. This will stop the recording and take you to the **Save Recording** screen.

Save Recording

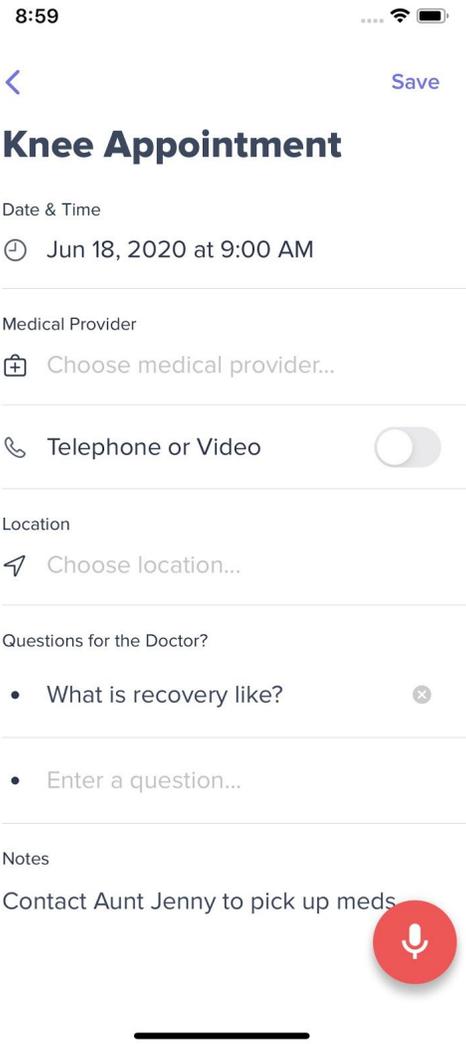
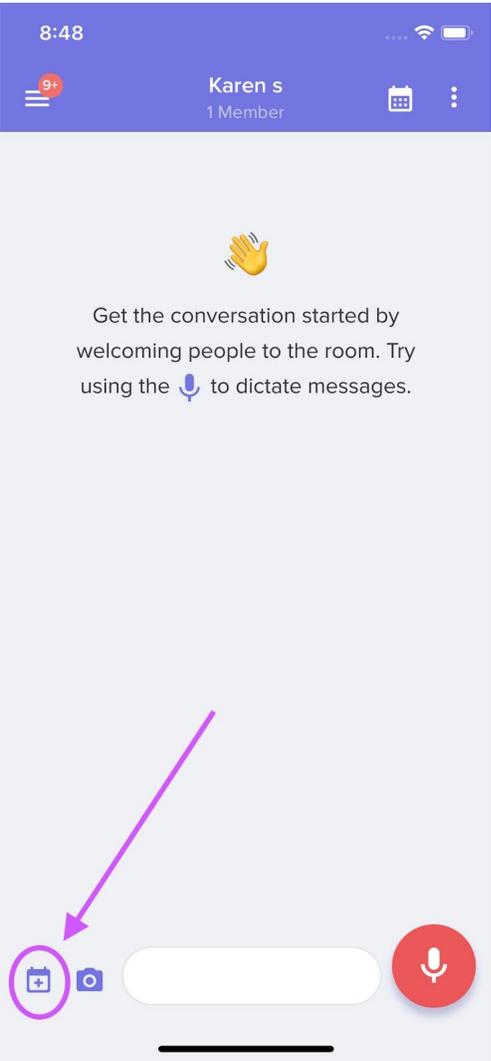
When you create a recording you will be able to add additional details to remember this audio. For now, name the audio **Test Recording** and tap the **Save** button at the bottom of the screen. This will save the Recording in a window of the Patient Room.

To play the recording, tap the **Play Recording** button. The playback screen opens and you can tap the Play icon at the bottom of the page to listen.



Upcoming Appointments

You can prepare for your upcoming appointments by adding them to Medcorder. Try this out by tapping **Add Appointment** in the appointments tool tip, or by tapping the calendar icon in the lower left corner of your screen. When creating an appointment, you can add the date and time, doctor and location. You also have the option to add questions you want to remember to ask your doctor during your visit.



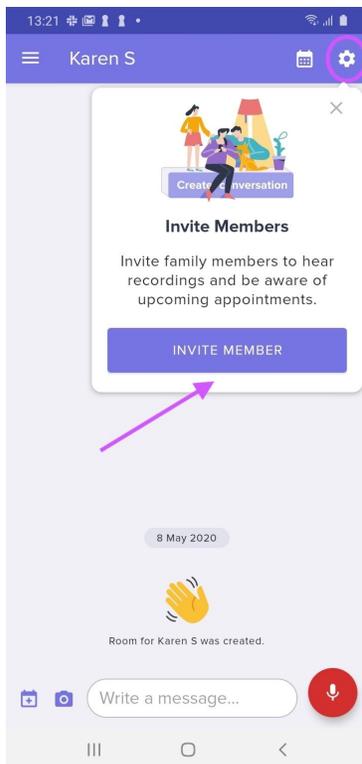
Finally, there's a notes section for adding important info on-the-fly during your appointment.

When you record your visit with your doctor, it will automatically save to the appointment you previously created in Medcorder.

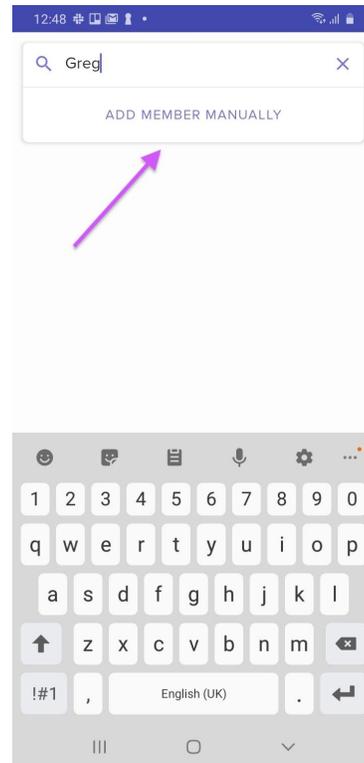
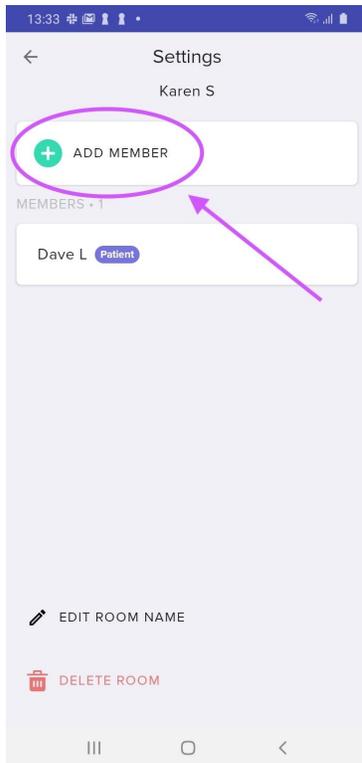
Invite Members

Once you have added yourself as the Patient, a Patient Group is created for you. In this Group you are able to invite members. Members can be anyone you want to share your Doctor visits with. This includes family, friends, and caregivers. To Invite a Member tap the **gear** icon in the upper right corner of the Group Chat. While the Tool Tip is open you can press the **Invite Members** button.

1. Tap the **gear** icon or the **Invite Members** button in tool tip.

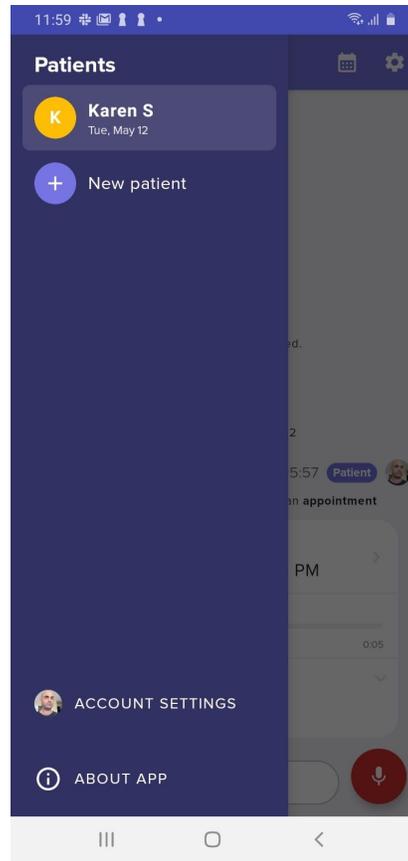
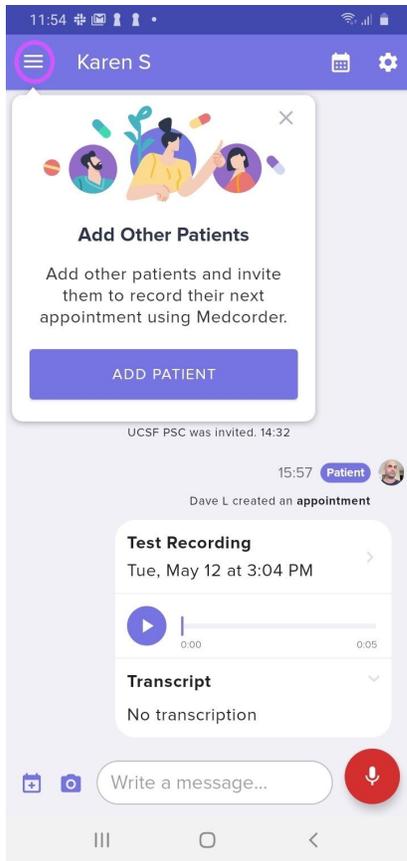


2. On the Settings Screen press the **Add Member** button.



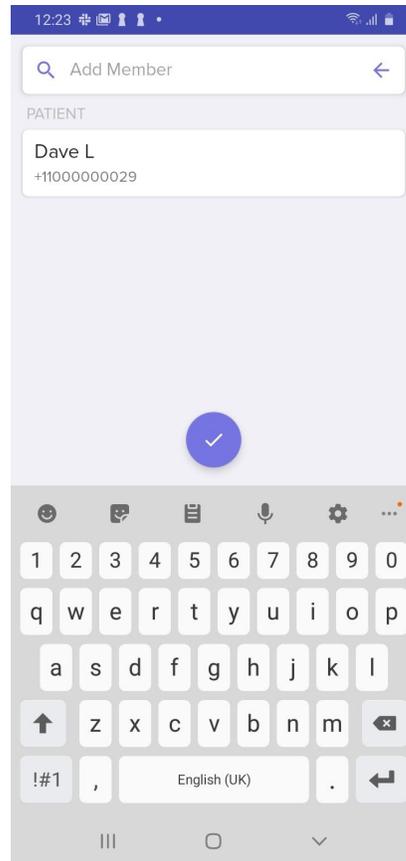
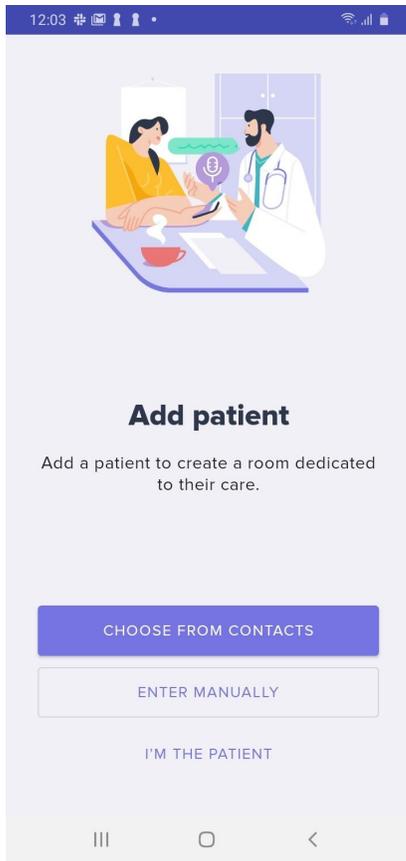
3. In the Add Member field type the name of a person, family or friend, in your contacts who you would like in your support group.
4. If the person you would like to add is not in your contacts you can manually enter them now by tapping **Add Member Manually**. Be sure to add a mobile number.

Add Patients



You can create multiple Patient Groups, each with their own set of members. The fourth and final Tool Tip guides you to the Patient Menu. You can also access this menu by tapping the icon on the top left corner of your screen that looks like three lines on top of each other.

With the Patient Menu open you will see a list of the patients whose rooms you have both created or have been invited too. To add a Patient, just tap the **New patient** button and you will be taken through the Add Patient flow. You can either Choose from Contacts, Enter patient manually, or select I'm the Patient if you would like to create another Patient Room for yourself.



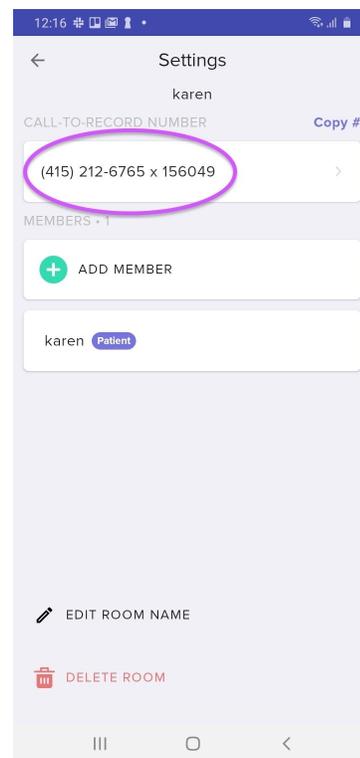
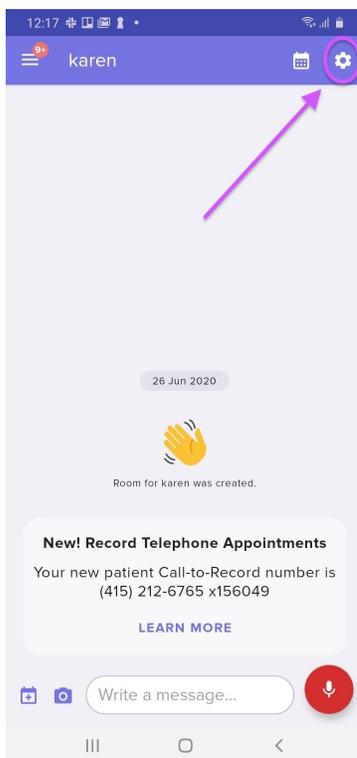
After you add a Patient, you will see the Add Members Screen. Here you can add members to the new Patient Room you created. Reference the Invite Members section for specific steps.

Telemedicine

With Medcorder, you can now record your telemedicine appointments by giving your doctor a secure medical phone number and extension to call you. When your doctor calls this number and extension, and consents to be recorded, the conversation will be recorded, transcribed, and saved to your chat room.

If you are the Patient:

1. The mobile number that you entered when logging into medcorder will automatically be set up as the number that will ring when your doctor calls you.
2. Each chat room you set up is given a unique extension, when your doctor calls the Medcorder call-to-record number, dials the extension, and consents to being recorded, the call will be recorded, transcribed and shared in that room.
3. To view the call-to-record number, (415)-212-6765, and the unique extension for your chat room, open the Settings menu by tapping the **Gear** icon in the upper right corner of the Chat Room.

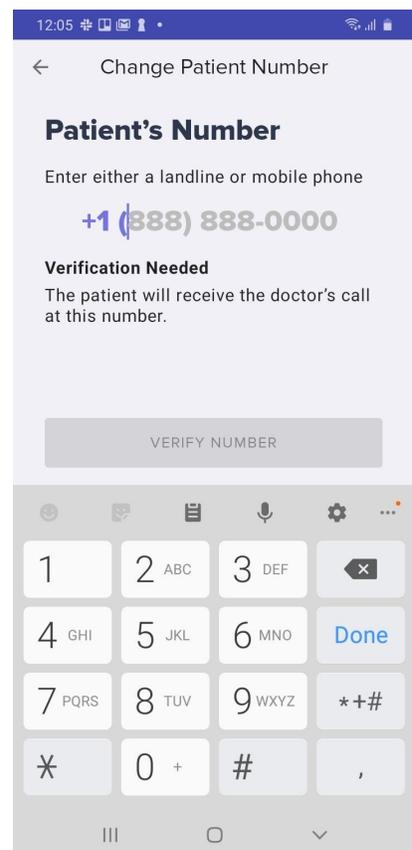
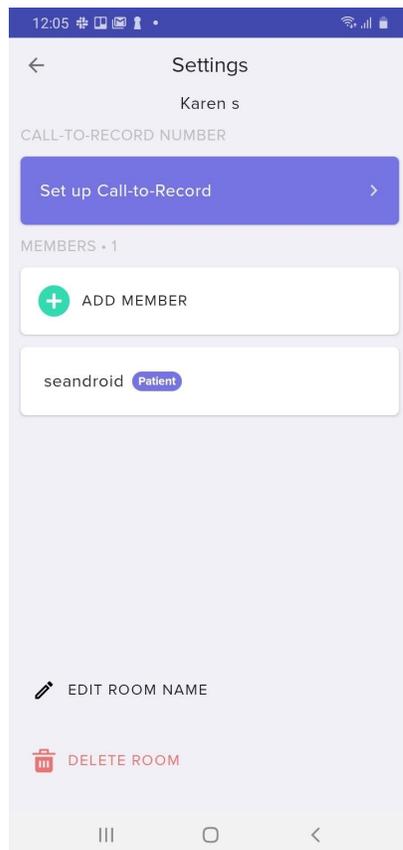


4. When setting the appointment with your doctor, give them your Medcorder call-to-record number and extension.
5. When the Doctor calls you by using the Call-to-Record number, they will be prompted to enter the extension and consent to being recorded. When the call connects, the number you used to login to Medcorder (your personal number) will ring.
6. If the doctor consents to be recorded, the recording will begin automatically when you answer the call.
7. When the call is complete and you hang up, the recording and transcription will save to your chat room and be available for all members to view and play.

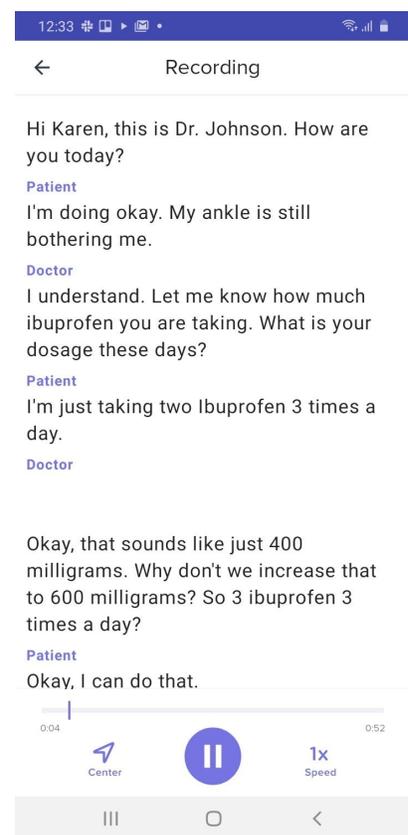
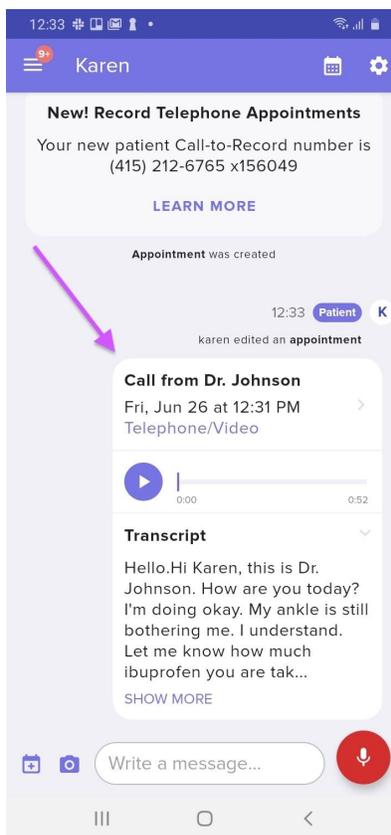
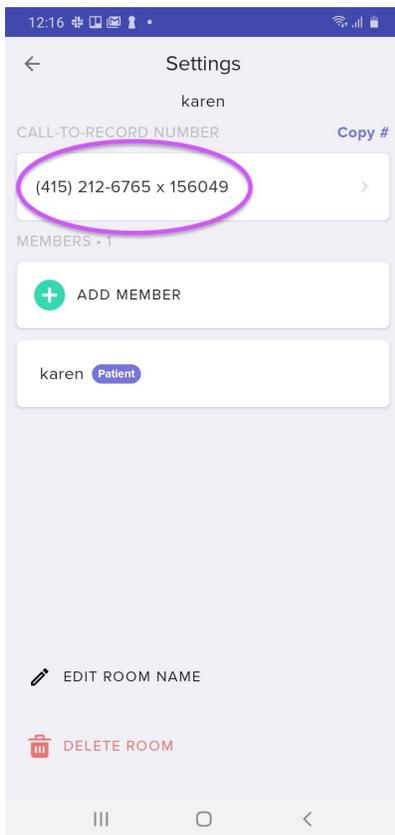
If you are not the Patient (the person the doctor will call)

If you have set up a chat room for a patient that is not yourself, and has a different number than the one you used to login to Medcorder, some extra set up is needed.

1. Open the Settings menu for the room you created for the patient by tapping the **Gear** icon in the upper right of the chat room.



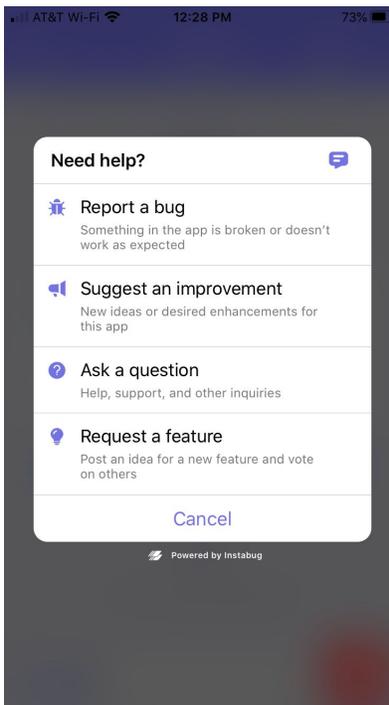
2. Tap the **Set up Call-to-Record** button.
3. Enter the phone number for the patient. This is the number that will ring when the doctor dials the Medcorder Call-To-Record number and extension for that room.
4. To verify the number, tap the Verify Number button. This will ring the patient who will receive the doctor's call. You will want to make sure they are ready to receive the call and verify to complete the setup process. An automated message will play for the Patient when they answer the phone giving them the option to press 1 to Verify their number.
5. Once they have verified, their number will be set up to ring when the doctor calls using the Call-To-Record Number and enters the unique extension. Your number will not ring. You will only be able to see the recording and transcription of the call once it is saved to the room.



Enjoy using Medcorder!

We sincerely hope that you find Medcorder useful in tracking your medical visits with providers and sharing information with your support network. The best way to really learn the app is to spend some time making recordings, setting up appointments, adding patients, and inviting support members.

If at any point you run into bugs or problems, shake your phone to file a bug report - tell us what went wrong! You can also email us at support@medcorder.com. For more information about our company and app, please visit <https://www.medcorder.com/>.



Shake your phone to send feedback or report a problem!