

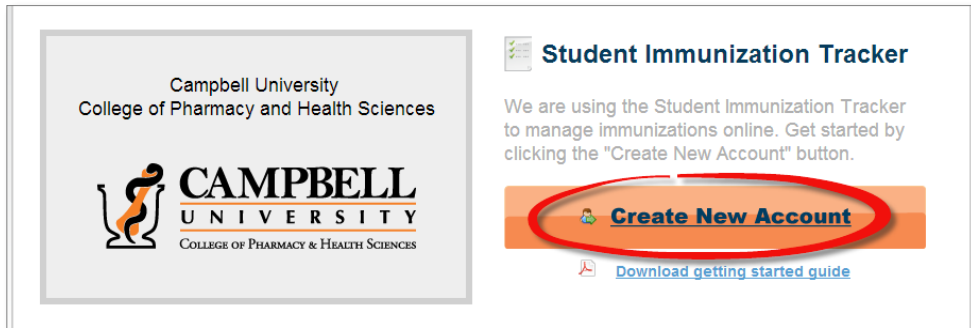


Getting Started Guide

Student Immunization Tracker

Create your Magnus Health Account

1. Visit magnushealth.com/cucphs/.
2. Click the "Create New Account" button.



3. Complete all fields, then click "Next Step" (do not change the pre-populated registration code).

Campbell University College of Pharmacy and Health Sciences

[Create Account](#) > Select Tracker

Username:*
Minimum of six characters (A-Z and 0-9)

First Name:*

Last Name:*

Date of Birth:* (mm/dd/yyyy)

Phone:*

Primary Email:*

Retype Email:*

Campbell University College of Pharmacy and Health Sciences Registration Code

Registration Code:

I have read and agree to Magnus Health's [Terms and Conditions](#)


Type Human Verification Code:*

Next Step >>

4. Click "Select Now" next to the appropriate graduating class (a temporary password will be emailed to you after you finish creating your account).

Campbell University College of Pharmacy and Health Sciences

Create Account > [Select Tracker](#)


 Please select your tracker for Campbell University College of Pharmacy and Health Sciences to continue *

Campbell University CPHS Class of 2014
Complete this tracker if you are in the graduating class of 2014 [Select Now](#)

Campbell University CPHS Class of 2013
Complete this tracker if you are a member of the graduating class of 2013 [Select Now](#)

Campbell University CPHS Class of 2012
Complete this tracker if you are a member of the graduating class of 2012. [Select Now](#)


5. Click "Log in now" and enter your username and temporary password. You will then be prompted to create a new password to activate your account.


 **Your transaction has been approved!**

Wait! You are not done yet.

Check the email account (s.rosser@magnushealth.com) for an email from us containing your username and temporary password.

- Remember to check your spam or junk folder if you do not see the email within 15 minutes.
- To ensure delivery, please add service@magnushealthportal.com to your address book!
- [Live Chat with us](#) or call us at 1-877-461-6831 if you have any questions or do not receive the email.

[Log in now >>](#) 



Username:

Password:

[Login](#) [Forgot your Username or Password?](#)

Completing your Requirements

Once you're logged in, you will be shown a brief instructional video, then taken to your Student Immunization Tracker homepage. Here you can view a list of your program requirements.

1. First, click the "Please Download" link in the yellow box under your name. Fill out the document and save it as a PDF on your computer.
2. Next, click "Attach Record" next to the Coversheet requirement.

The screenshot shows the 'Student Immunization Tracker' interface for user Amy Magnus, a Campbell University CPHS Class of 2014 student. The interface includes a 'Please Download' yellow box with a red '1' indicating the first step. Below this are buttons for 'Upload New Record', 'Fax/Mail New Record', 'Print Summary', and 'Print All Records'. A red banner states 'You have 27 requirement(s) in your to do list.' A table lists requirements with 'Attach Record' buttons, with a red '2' highlighting the 'Coversheet' requirement.


Requirement	Answer	Status
Coversheet Click the link "Coversheet" located beside "Please Download" fill out the information and attach it to this requirement. Important! View Approval Guidelines	Attach Record	
HIPAA Certification Training Proof of HIPAA Training Important! View Approval Guidelines	Attach Record	
HIPAA Certification Training Proof of HIPAA Training Important! View Approval Guidelines	Attach Record	

3. Click "Choose File" to browse your computer for a PDF document of the corresponding record, then click "Upload Record." This will update the status to "Requirement Complete Pending School Approval."

The screenshot shows a file upload dialog box with a yellow header that says 'Upload PDF documents only.' Below this is a grey area with the text 'Browse your computer for your pdf file*' and a 'Choose File' button. A red '3' is placed over the 'Choose File' button. At the bottom, the 'Upload Record' button is circled in red, along with a 'Cancel' button.

Welcome, [Amy Magnus](#) [Need Help?](#)

Student Immunization Tracker [Go to Front Desk](#)



Amy Magnus
Campbell University CPHS Class of 2014

Due Date
March 15
in 17 days

Tracker Summary
Amy is 22% complete.

Please Download: [Campbell Information Coversheet \(Please download, complete, and attach to your first requirement.\)](#)

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[Upload New Record](#)
 [Fax/Mail New Record](#)
 [Print Summary](#)
 [Print All Records](#)

You have **21** requirement(s) in your to do list.

Requirement	Answer	Status
<p>Coversheet Click the link "Coversheet" located beside "Please Download" fill out the information and attach it to this requirement. Important! View Approval Guidelines</p>	<p> Amy Magnus Coversheet</p>	<p style="background-color: #ffffcc; padding: 5px;">Requirement Complete Pending School Approval </p>

- Click "Upload New Record" to add more files to your account. Name each record and click the check box next to the name of the available requirement, then click "Save."

Upload new record

Step 1: Name your record *
Example: Physical or Hepatitis B shot

Step 2: Attach record to available requirement(s)
You can attach your new record to requirements for your current tracker that are unanswered, rejected, or expired

- HIPAA Certification Training
- HIPAA Certification Training
- P1 PPD Test
- P2 PPD Test
- Chest X-Ray
- DTP / TD
- Polio (IPV)
- Emergency Contact Information

Save
Cancel

5. For requirements that do not apply to you, click "Attach Record," select "Not Applicable" in your list of records, then click "Save Requirement."

Meningococcal <i>Show proof of receiving one vaccination.</i> Important! View Approval Guidelines	Meningitis Record	✔ Requirement Complete No Approval Required
HPV <i>OPTIONAL: Select N/A if you do not have this immunization.</i>	⊖ Not Applicable	✔ Requirement Complete No Approval Required
Haemophilus Influenzae Type B <i>OPTIONAL: Select N/A if you do not have this immunization.</i>	⊖ Not Applicable	✔ Requirement Complete No Approval Required
H1N1 <i>OPTIONAL: Show proof of H1N1 vaccination.</i>	⊖ Not Applicable	✔ Requirement Complete No Approval Required
To Do Seasonal Flu <i>Show proof of seasonal flu vaccination.</i> Important! View Approval Guidelines	Attach Record	

Select a medical record

[No Record Selected]

⊖ Not Applicable

Instructions

From this page you can execute the

[No Record Selected]

This is the default for all requirements. To clear a requirement of any selection, click on the "Not Applicable" option.

Select A Record

By clicking on a record in the list, you will be able to attach a record to the requirement. After clicking on a record, click the "Save Requirement" button to save the requirement.

Not Applicable

Answering "Not Applicable" means you do not have a record for this requirement.

Combine Records

This action allows you to select multiple records to attach to a requirement.

Save Requirement

This saves any changes you have made to the requirement.

Save Requirement

Combine Records

Close

Current Requirement: HIPAA Cer