

SNAP Parent Portal Getting Started

In your Welcome to SNAP Parent Portal email, you will be provided with a temporary password and instructions on how to log in, similar to below.

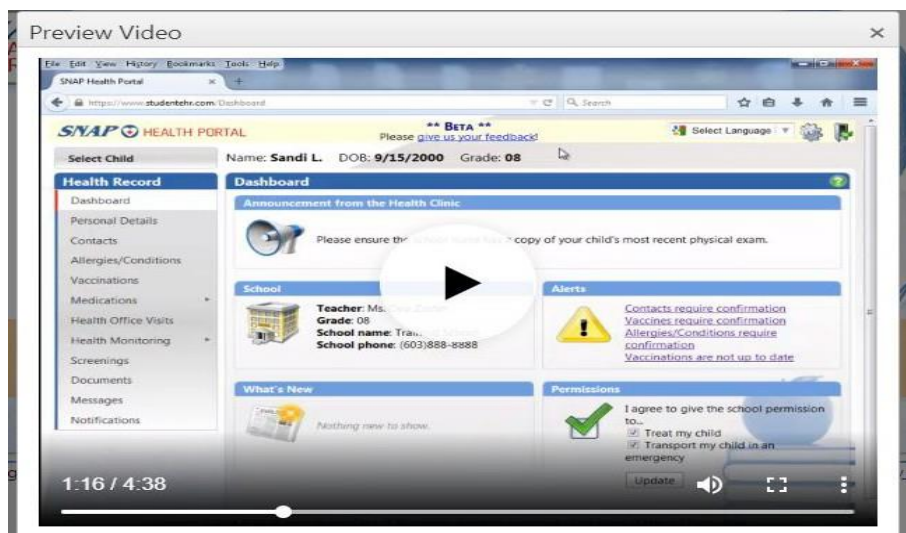
1. Go to the SNAP Health Portal (<https://www.studentehr.com>) and enter your unique username and password:
2. **Username:** [your email address](#)
3. **Password:** temporary password

After going to <https://www.studentehr.com> we recommend you preview the four-minute video that is on the login page to better understand how to navigate the site.



After logging into the SNAP Health Portal, the first thing you will see is the **Dashboard** - This is the "Front Page" of the SNAP Health Portal. School specific announcements can be found here, as well as alerts/required actions pertaining to your specific child(ren).

If you have more than one child in the Plainville School District, you will need to go to the top left corner to click on "**Select Child**" to assess each child's individual record. You can toggle between your children to check for new information or alerts.



On the left hand side of the dashboard you can navigate through the following sections:

- **Personal Details/Contacts**
 - This section includes your address, primary phone, insurance information, and contact information. Note that this information is pre-populated from our main student database. You will **not** be able to make demographic or contact information changes through the SNAP Parent Portal. Changes to your contact information should be submitted to the main office at Jackson School and Wood School.

- **Allergies/Conditions:**
 - Use this tab to check current health information. If the information is correct, simply press the **CONFIRM** button at the top of the screen.
 - For any new medical condition click on **New Allergy/Condition** in top right corner to add health conditions. Tell us about any important medical information such as: allergies, chronic medical conditions (i.e. asthma). Please be as detailed as possible, and include any medications taken regularly. Click confirm once completed. To provide written documentation from your healthcare provider, please click "Attach Documentation", and upload the document as a pdf or jpeg.

- **Vaccinations:**
 - With this tab, you can add new vaccinations. Click on **New Vaccinations** in the top right corner to make additions to the record. Please note that all vaccines must include day, month and year of vaccination.
 - Copies of all vaccination records from your student's health care provider or immunization clinic are required in order to update your student's records. To attach your student's immunization record, click **Attach Documentation** and upload the immunization record.

- **Medications**
 - With this tab, you can see all medication orders your child currently has on file. You can attach any prescribed [medication doctor order\(s\)](#) from your child's doctor and any [medication parental consent form\(s\)](#) which are required for the school nurse to give medication to your child.

- **Health Monitoring**
 - If your child requires any monitoring of blood glucose, peak flow, or blood pressure, this is where you will find charts documenting these values.

- **Screenings**

- This tab allows you to view all screenings your child has completed and will indicate if they were WNL (within normal limits) or ONL (out of normal limits).
- You can attach any documentation from a health care provider regarding a screening referral.

- **Documents**

- This tabs allows you to attach or upload doctor's notes, physical exams or any test results that you would like to have in your child's health record.
- This tab also allows your school nurse to attach forms which you can then electronically sign and send back to your school nurse.

- **Messages**

- This allows you to contact the school nurse at any time during the school year and will alert the school nurse with any messages you send. Parents may also continue to use your school nurse's email.

- **Notifications**

- This function allows parents the ability to dictate when they would like to be notified regarding medical information about their child. Please click on the appropriate boxes and click **update** when completed. The following events will generate a notification email:
 - Your child's nurse sends you a message using the Health Portal
 - Your child is in need of medication refills. Notification will continue daily until refilled.