

Scheduling an Occupational Medicine Appointment for an Employee

1. Select the **clinic location** where you would like to schedule the appointment.

First, we need some in	formation	
*Indicates a required field.		
*Where are you scheduling	the patient?	
Gastonia Occ Med Clinic	Kernersville Occ Med Clinic	Winston East Occ Med Clinic
Continue		

2. Select the **service** you would like completed. You may be asked additional questions to ensure all services are completed.

First, we need some inform	ation			
*What type of service are you sch	heduling?			
Respirator Clearance Physical	DOT Physical	Work Related Injury (initial)	Non-DOT Physical	Work Related Injury (Follow-Up)
Fit Testing Only Immunizati	on Only Tuber	culosis Testing Only Spiron	netry and/or Audiogram	Only
Continue				

3. Select a time for the appointment. Use the calendar to select a different date.

select a time for your rense excincted appointment		
Thursday March 6, 2025 AH Occ Med Gastonia NURSE IS Atrium Health Occupational Medicine - Gastonia 2211 East Franklin Boulevard Suite 100 GASTONUK NC 20054-4980 2:00 PM 2:30 PM 3:00 PM 3:30 PM	Search Criteria * Start search on 03/06/2025 Refine Search Times:	cl
Friday March 7, 2025	Monday PM	
AH Occ Med Gastonia NURSE 📴	Tuesday	
Atrium Health Occupational Medicine - Gastonia 2211 East Franklin Boulevard Suite 100 GASTONIA NC 28054-4880	AM PM	
8:15 AM 8:45 AM 9:15 AM 9:45 AM 10:15 AM	Wednesday	
	AM PM	
10:45 AM 11:15 AM 11:45 AM 2:00 PM 2:30 PM	Thursday	



4. Review the details of the appointment. In the **Comments** section, enter the **reason for scheduling the appointment**.

is app	ointment time is reserved for you until 12:05 PM.
Þ	Nurse Extended with AH Occ Med Gastonia NURSE
╚	Thursday March 6, 2025 Edit 2:00 PM
.	Atrium Health Occupational Medicine - Gastonia 2211 East Franklin Boulevard Suite 100 GASTONIA NC 28054-4986
What	is the most important thing you want addressed during this visit?
* Com Patie	^{ments} ent needs Hep B vaccine or Patient needs TB Skin test
	Continue

5. Click Schedule for someone else.

Appointment details (not yet scheduled) This appointment time is reserved for you until 12:05 PM. Nurse Extended with AH Occ Med Gastonia	Thursday March 5, 2	1025	Atrium Health Occupational Medicine -	
NURSE	2:00 PM EST (cominu	bes]	Gastonia 2211 East Franklin Boulevard Suite 100 GASTONIA NC 28054-4986	
Continue through MyAtriun	Health	OR	Continue as guest	
Save time by using your MyAtriumHealth account to yourself or someone else.	schedule this visit for		O Schedule for yourself	→
Log in and schedule			Schedule for someone else	\rightarrow
			\	



6. On the Patient Information window, fields with a * are required to continue in the scheduling process. Supervisors should not ask an employee for unknown demographic information. If the patient information is unknown, use the default values listed below.

Patient Address

UNKNOWN ADDRESS CHARLOTTE, NC 99999

Legal Sex

Unknown

Date of Birth 01/01/1900 **Phone Number** 888-888-8888

Email noemail@gmail.com Race Unable to Obtain Ethnicity Unknown Preferred Language Unable to Obtain

Indicates a required field.		
atient's Name		
* First name	Middle name	* Last name
atient's Address		
Country United States of America		
* Street address		
* City	*State	✓ *ZIP
County		
ther Patient Information Legal sex Female Male Unknown Nonbinary		
Cher Patient Information Legal sex Female Male Unknown Nonbinary *Date of birth MM/DD/YYYY		
Patient Information Legal sex Female Male Unknown Nonbinary * Date of birth MM/DD/YYYY * Home phone:	Work phone	Mobile phone
Cher Patient Information Legal sex Female Male Unknown Nonbinary * Date of birth MM/DD/YYYY * Home phone * Email address	Work phone * Verify email address	Mobile phone
	Work phone *Verify email address	Mobile phone
* Date of birth MM/DD/YYYY * Date of birth MM/DD/YYYY * Home phone * Email address * Race African American Indian or Alaska Native Arab Asian	Work phone Verify email address	Mobile phone
bther Patient Information Legal sex Female Male Unknown Nonbinary * Date of birth MM/DD/YYYY * Home phone * Email address * Race African American Indian or Alaska Native Arab Asian You can hold the CTRL key while clicking to select multiple option * Ethnicity	NS.	Mobile phone



7. Enter **Your Name** and **Your Contact Information**, which will be used if the appointment needs to be rescheduled.

Your Information *Indicates a required field.		
Your Name		
* First name	Middle name	*Last name
Your Contact Information		
* Mobile phone		
* Email address	* Verify email address	

8. In the Relationship to Patient field, select Other.

Polationship to Patient	
Relationship to Patient	
* Relationship	~
Next Back	

9. Select **No insurance** and for who will pay for **costs not covered by insurance**, select **Someone else**.





10. Click Schedule.

*Who will be payir	ng for costs not covered by insurance?
Me Patient	Someone else
Schedule	ick

11. You will receive a message confirming the Appointment is Scheduled.



Updated 3/7/25