

Students: HOW TO REQUEST COVID19 EARLY ISOLATION RELEASE

- Click on the patient portal link: [Patient portal](http://chconline.ucr.edu). (chconline.ucr.edu)
- Choose “Messages” from the side menu

Student Health & Counseling Services

Home for [blurred]

Log Out

Welcome to

Student Health and Counseling Services/Employee Health Records

I would like to...

- Schedule an Appointment
- (Students Only) Send or View Secure Message
- View My Medical Clearances and Vaccine Records
- View My Medical Records
- View My Lab Results

Side menu items: Home, Profile, Medical Clearances, Appointments, Consent Forms, Groups/Workshops, Handouts, Messages (circled in red), Letters, Download/Upload Forms, Forms, Insurance Card, Survey Forms, Medical Records.

- Choose “New Message” to compose a message as shown below

Student Health & Counseling Services

Secure Messages Inbox

New Message Refresh

Read	From

Side menu items: Home, Profile, Medical Clearances, Appointments, Consent Forms, Groups/Workshops, Handouts, Messages (highlighted in blue).

- Choose “Send a message to “Request COVID19 early isolation release” and click Continue

Student Health & Counseling Services

Home


Profile


Medical Clearances

Appointments

Consent Forms


Groups/Workshops

Handouts 


Messages 

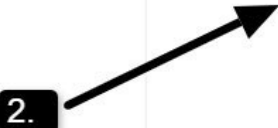
Select Communication Option

Please choose from the following options:

Send a message to the 

Continue Cancel

1. 

2. 

- For “Subject” type in “Early Isolation Release” like the highlighted portion below and then click “Add attachment”

Student Health & Counseling Services

Home


Profile


Medical Clearances

Appointments

Consent Forms

Groups/Workshops


Handouts 

Messages 

Letters

Download/Upload Forms

Compose New Secure Message


Recipient: 

Message Type: Standard Secure Message


Subject: **Early Isolation Release**


Attachments: **Add attachment.**

Please compose your message in the space below.

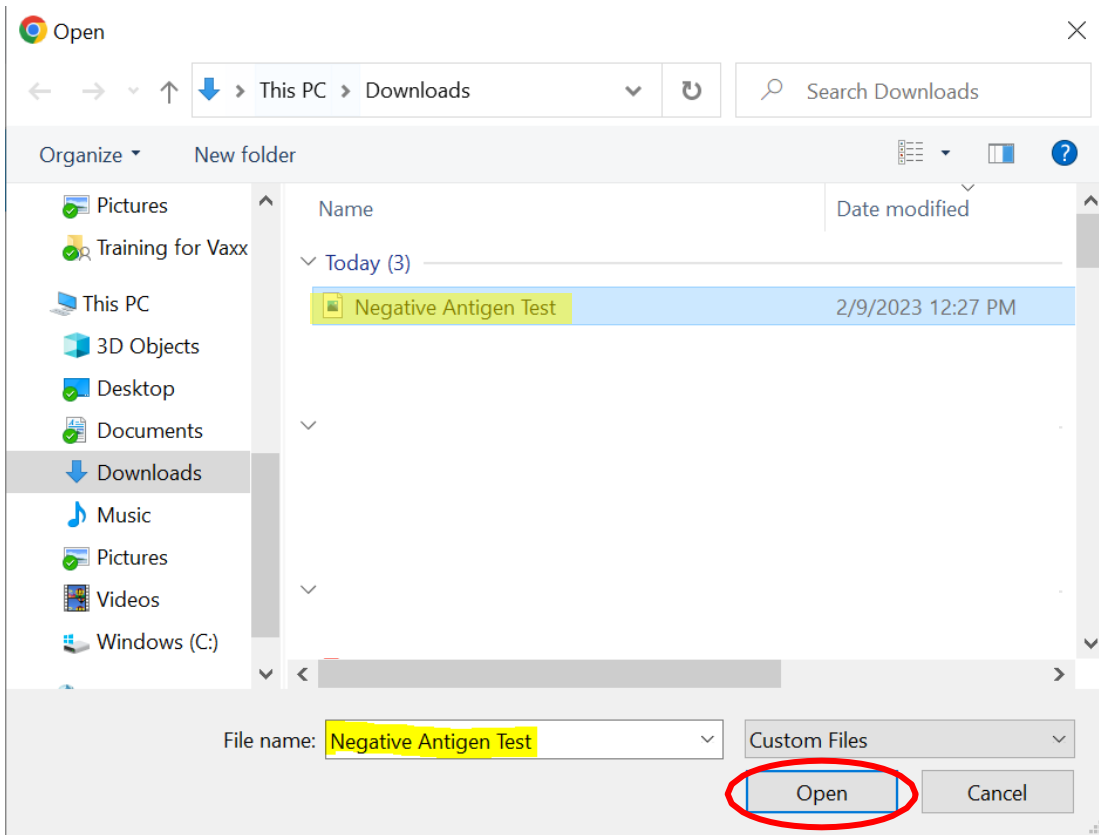


Send Cancel

1. 

2. 

- Choose the Negative Antigen Test photo you want to upload then click “Open”



- Please verify that the file chosen was the intended Negative Antigen Test
- If the Negative Test Result is not clear, please Edit the image by clicking the “Edit Image” button and adjust the image for clarity or “Cancel Upload” to choose a different, clearer file.
- If the Negative Test Result is easily seen, click “Looks Good”

Verify Upload



- Now that you have uploaded your image, compose the message with something similar to what is highlighted below and click “Send”

Student Health & Counseling Services

Home
Profile
Medical Clearances
Appointments
Consent Forms
Groups/Workshops
Handouts
Messages
Letters
Download/Upload Forms
Forms
Insurance Card
Survey Forms
Medical Records
Immunizations

Compose New Secure Message

Recipient: [Redacted]
Message Type: Standard Secure Message
Subject: Early Isolation Release
Attachments: Add attachment...
Negative Antige...
Remove
Edit/Comment

Please compose your message in the space below.

Here is my negative isolation release test.

Send Cancel

1. [Arrow pointing to text area]
2. [Arrow pointing to Send button]

- Once you see this screen pictured below, you have completed your submission

Student Health & Counseling Services

Home
Profile
Medical Clearances
Appointments
Consent Forms
Groups/Workshops
Handouts
Messages

Secure Messages Secure Message Sent

Your message has been sent.

Proceed

- If you have fulfilled the requirements, the verification team will send you a secure early release approval message in your patient portal. This team works Monday through Friday 8am-5pm.