



HOW TO GET YOUR PREVIOUS RECORDS TRANSFERRED FROM OLYMPIA VISION CLINIC TO RAINIER EYE

1. If you do not have an Olympia Vision portal login and password, you will need one.
2. Go to www.OlympiaVision.com and click "FOR PATIENTS" - "PATIENT PORTAL" or simply click on this link: <https://www.crystalpm.com/PatientPortal.jsp?crystalpmid=1808>
3. Click "Register new account"
4. Type in your email address
5. Click "Register, verify account exists using email"
 - a. IF it does, a confirmation message will appear and your email will contain an invitation to set your password.
 - b. If you did not have an email address on file, it will tell you that. Continue on to step 6:

A screenshot of the "OLYMPIA VISION CLINIC AND CONTACT LENS CENTER PATIENT PORTAL LOGIN" page. It features a dark header with the clinic name. Below the header is a light gray form area with an "EMAIL" input field. A dark green button with white text reads "REGISTER, VERIFY ACCOUNT EXISTS USING EMAIL". Below the button is a blue link that says "Back To Login".

6. Call (360)357-6683 or email TessC@OlympiaVision.com

Tess, the receptionist, will send you an email with a message similar to what's in this box below. If you do NOT have email, she can tell you your login and password over the phone and/or send you a letter in the mail.

EXAMPLE OF EMAIL SENT TO ACCESS PORTAL:

Good Afternoon Mary, we have uploaded your records from our clinic to your portal.

You can find access to it here:

<https://www.crystalpm.com/PatientPortal.jsp?crystalpmid=1808>

Your username is: Ferris_Mary & Your password is: !@#%#@

All 51 visits are there. If there is anything else you need, please feel free to reach out!

Thanks,

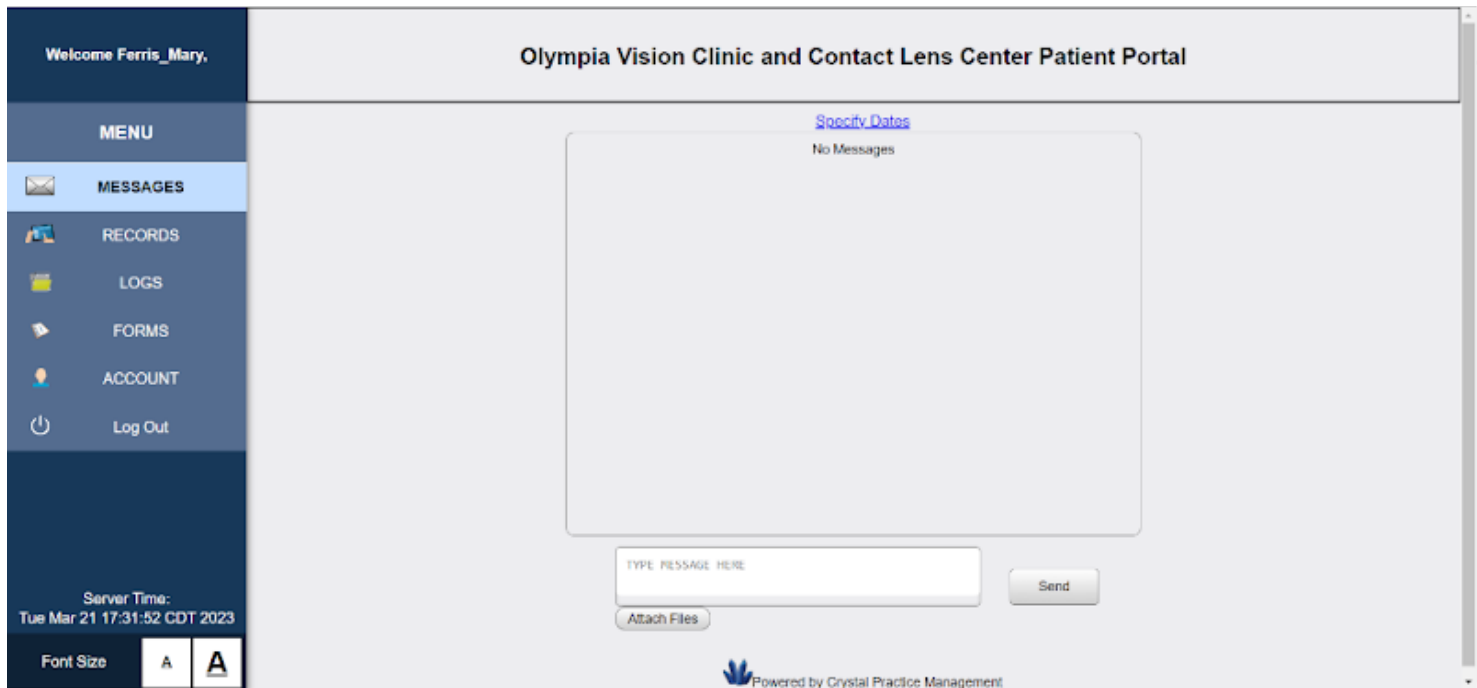
OVC Patient Care Coordinator

A screenshot of the "OLYMPIA VISION CLINIC AND CONTACT LENS CENTER PATIENT PORTAL LOGIN" page. It features a dark header with the clinic name. Below the header is a light gray form area with "USERNAME" and "PASSWORD" input fields. A dark green button with white text reads "LOGIN TO YOUR ACCOUNT". Below the button are two blue links: "Forgot Username" and "Reset Password".

7. Click on the blue link in your email and type your username and password into the gray corresponding boxes (which look like those here.)

When you successfully log in, the page will look like the image below. Click on RECORDS to view notes from your visits.

*If you have difficulty reading the print, click the large **A** button in the bottom left corner of the page.



8. The staff at Rainier Eye will assist you in saving the desired records to our secure system during your first visit with us. You may also wish to download information to your computer or device for your personal copies. *Please note that emailing your records to us may not be encrypted nor meet HIPAA security standards.*