



# Pathways Patient Fillable Webforms

## Information Package

### What are Pathways Patient Fillable Webforms?

Clinicians have often faced hurdles when requesting patients complete and return forms to them. Challenges range from not wanting to share their email addresses with patients to issues with technological proficiency, such as printing and emailing files. To address these challenges, Pathways developed a suite of online patient-fillable web forms. These patient forms can be added to a clinician's Pathways account upon request. When necessary, clinicians can email webform links to patients from a no-reply email address. It's important to note that Pathways does not retain form data. Explore the current available forms here: [Link to Forms](#).

### How it works

1. Clinician or MOA logs into Pathways and sends the patient a link to a fillable webform from a no-reply email address.
2. Patient accesses the fillable webform from the link, completes the form and submits.
3. Completed form is returned to the email inbox of the clinician's choosing.

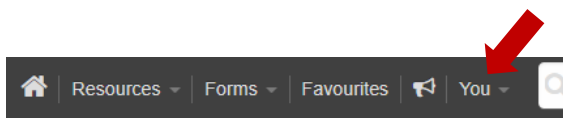
### How to send a Pathways Patient Fillable Webform



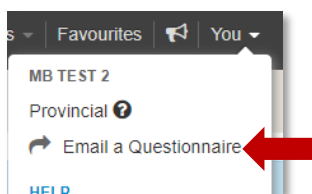
Watch this [video tutorial](#)

Forms from your [Pathways Medical Care Directory](#) listing can be shared from your logged in [Pathways](#) account. Here's how:

1. Go to <https://pathwaysbc.ca>
2. Login using your regular login credentials
3. Click the 'You' menu in the black menu bar



4. Select 'Email a Questionnaire'



5. Enter your patient's email address in the 'Recipient Email Address' field

Recipient's Email Address

6. Check off the checkbox(es) beside the form(s) / questionnaire(s) that you want to send

Include these questionnaires ☒ Includes the message "Please review and complete the following as appropriate"

☒ Consent to Electronic Communication

☐ COVID Screening Form

7. Add an optional message from the 'Additional message' drop-down

Additional message: \*\* Do not include optional message \*\*

Before proceeding, please read the information below. Upon sending this message, the information will be pasted into your EMR notes.

Here is the information we talked about.

Thought you would be interested in this information.

Please read/complete before your next appointment.

Book for follow-up in 1 week.

Book for follow-up in 2 weeks.

Book for follow-up in 1 month.

Please book for follow-up if you want to discuss further or have questions.

8. Click 'E-mail to recipient'

E-mail to recipient

9. You will then have an opportunity to copy a message to your clipboard indicating what you have sent, when you sent it and to who. You can choose to copy and paste this into your EMR notes.

The email you have sent to mbriere@pathwaysbc.ca will not be stored by Pathways. To ensure you have a record, you may wish to paste the note below into your record:

On Friday, May 13, 2022: The recipient provided their email address and consent for mbriere@pathwaysbc.ca to receive the following questionnaires: 'Consent to Electronic Communication'.

Copy to Clipboard

Forms are shared from a no-reply email address. Pathways does not store the patient's email address or the contents of their forms.

What should I do if I want forms added to my account?

Watch this [video tutorial](#)

1. Go To <https://pathwaysmedicalcare.ca>
2. Search for you listing by typing your name in the 'My Family Doctor' Search

My Family Doctor

Find clinic updates, booking & contact information plus virtual care options

Tracy Monk

3. Select your listing from the search results

Click your doctor's name for details.

Dr. Tracy Monk

260 - 9600 Cameron Street

Burnaby

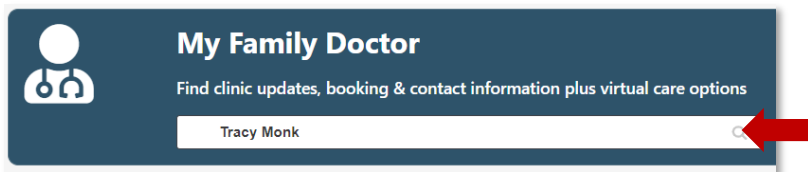
4. Scroll to the bottom of you listing and select 'click here' to submit a change

Dr. Tracy Monk, [click here](#) to submit a change.


5. Fill in the mandatory identifying fields at the top of the form
6. Scroll down to the 'Please select which patient fillable forms you'd like added to your listing.' Section
7. Check the box(es) beside each form you'd like added
8. Enter a non-public facing business email address where the complete forms will be sent
9. Review the privacy policy and terms of use
10. Click 'Submit' at the bottom of the form
11. Pathways administrators will add the forms to your Pathways user account and notify you once complete

## What should I do if I do not have a Medical Care Directory listing?

1. Go To <https://pathwaysmedicalcare.ca>
2. Search your name in the 'My Family Doctor' Search



3. You will find a message on this page stating the below. Please click the ['form'](#) link to be added to the directory

If you are a **family doctor or nurse practitioner** and would like to be listed in the directory, please complete this [form](#). 

4. Complete all necessary information on the form, being sure to indicate which forms you'd like added to your listing
5. Review the privacy policy and terms of use
6. Click 'Submit' at the bottom of the form
7. Pathways administrators will set up your listing, add the forms to your Pathways user account and notify you once complete

If you have any questions about Pathways Patient Fillable Webforms please contact the Medical Care directory team at [medicalcaredirectoy@pathwaysbc.ca](mailto:medicalcaredirectoy@pathwaysbc.ca)