

WebExercises Professional - Adding New Patients and Creating Exercise Prescriptions

1. Begin by selecting the **Name List** tab in the top row.



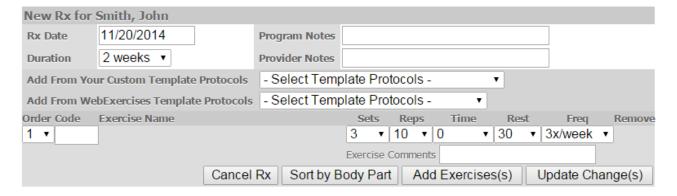
2. Select Add New Patient/Client.



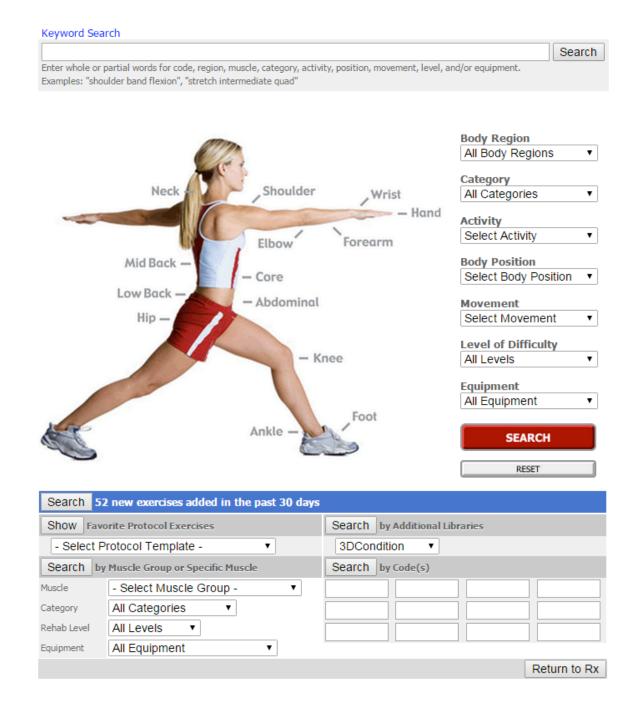
3. Enter your patients **First** and **Last Name** and **Email Address**. The **Status** drop down menu is set to **Active** for all new patients. When the **Email** box is checked, the program will automatically send your patient a welcome email message providing them a username (their email address) and password (randomly generated). Select **Create Rx** when ready to create a new exercise prescription. Selecting **Add More Names** will return you to the same screen allowing you to enter patients without creating a prescription.



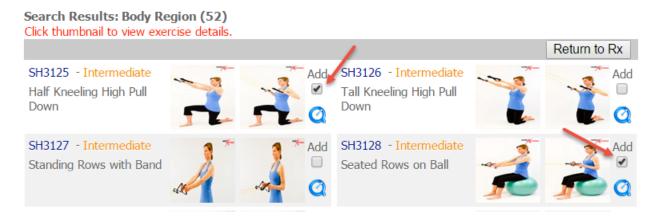
4. To create a prescription, you may either choose one of WebExercises Template Protocols or create an original prescription by selecting the Add Exercise(s) button. You may create your own templates through the Template Protocol tab that will display in the drop down box located above the WebExercises Templates.



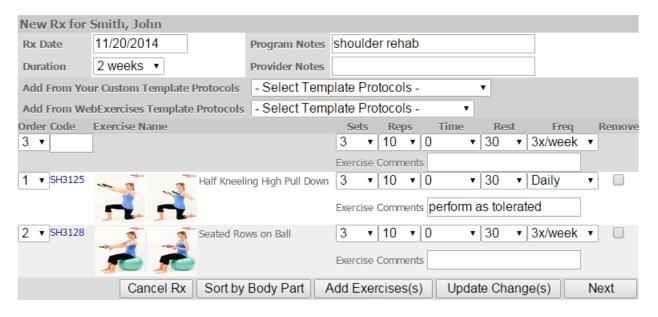
5. The Add Exercise(s) button takes you to the exercise search page. This will allow you to search for exercise by a variety of criteria. You can click on a body part or use the drop down boxes on the right. The detailed search enables you to search for parameters including Body Region, Category, Activity, Body Position, Movement, Level of Difficulty or Equipment. You can search by muscle group, keyword or code below as well. If you click Search in the blue bar, newly added exercises are displayed.



6. Exercises will be displayed based on your search criteria. Select the exercises you wish to add to your prescriptions by checking the **Add** box. Clicking on the picture will display a full-page version of the exercise. The QuickTime icon can be selected at anytime to view streaming video demonstration. When finished selecting exercises click **Return to Rx**.



- 7. Enter program and exercise Comments or Practitioner Notes if desired.
 Adjust exercise parameters of sets, reps, hold time, rest time, and frequency if necessary then Select **Next**.
 - *Note that comments in the **Program Notes** box will print on handouts, while the **Provider Notes** can be used for inter-office communication and do not print.



8. Review the prescription. To make corrections select Edit Rx. If you are satisfied with the prescription select **Finish Rx**. Once **Finish Rx** is selected it will be permanently saved. To change or edit a prescription please see "Modifying a Prescription".



9. The exercise prescription is ready to be sent to your patients email account by clicking **Email Rx.** The exercises are also ready to print as a one page summary, individually or 2 or more to a page. Select **Account Detail** to view exercise prescription history for this patient or select the **Name List** tab to return to the home screen.

