# binx health feature guide for Vermont COVID-19 Testing

# **Table of Contents**

1
2
2
3
4
5
5
7
8
9
10
11
12

#### Roster

When a consent is completed, it is uploaded into the binx roster tied to the appropriate school or district.

New feature: Export Data on the roster. This enables you to export a roster into a csv file.

Add Row	Clear Filt	ers Export Da	ita							Records per page: 2	5 ~
Actions	ld Number	Consent Type	Patient First Name	Patient Last Name	Patient Sex	Patient Date of Birth	Patient Race	Patient Ethnicity	Guardian First Name	Guardian Last Name	Em
/ 1		Surveillance	Bart	Simpson	м	01/01/2011			Homer	Simpson	de
× 0			Lisa	Simpson	F	01/01/2013			Homer	Simpson	de

#### Consent type

There are two kinds of consent "response" and "surveillance". These will be populated into the *Consent Type* column in the roster. If you need to edit the consent type – you can use that action as described below.

#### Edit roster patient

Search for the correct student and then under the *Actions* column, select the pencil and you can then easily edit any field for the patient in the pop out. Then press save. In this example, consent type for *Lisa Simpson* was selected. You can see that reflected below.

oster					Edit roster		×				
					Partner	Id Number					
Add Row	Clear Filter	s Export Da	ta		binx ~					Records per page: 2	5 ~
Actions	ld Number	Consent Type	Patient First Name	Patier	Patient First Name	Patient Last Name		Patient Ethnicity	Guardian First Name	Guardian Last Name	Em
				) ( v proc.	Lisa	Simpson		(790e)			
/ 0		Surveillance	Bart	Simps	Patient Sex	Patient Date of Birth			Homer	Simpson	de
/ 0		our ramarica	Lisa	Simps	Female ~	01/01/2013			Homer	Simpson	de
					Patient Race	Patient Ethnicity		-			
					Select a Patient Race $\lor$	Select a Patient Ethnici	-				
					Guardian First Name	Guardian Last Name					
					Homer	Simpson					
					Email Address	Phone Number					
					homer@ci.mybinxhealth.4	8446924691					
					Address Line 1	Address Line 2					
					1 main street						
					City	State					
iowing 1 to 2 c	of 2				Boston	Massachusetts	•				
					ZIP Code	Consent Type					
					02142	Select a Consent Type	-				
					in Manager						
					Save	Cancel					

Add Row Clear Filters Export Data Records per p O Successfully updated roster! Actions Id Number Consent Type Patient First Name Patient Last Name Patient Sex Patient Date of Birth Patient Race Patient Ethnicity Guardian First Name Guardian Last	e: 25
Actions Id Number Consent Type Patient First Name Patient Last Name Patient Sex Patient Date of Birth Patient Race Patient Ethnicity Guardian First Name Guardian Last	
	ame
Surveillance Bart Simpson M 01/01/2011 Homer Simpson	
Image: Surveillance         Lisa         Simpson         F         01/01/2013         Homer         Simpson	

## Delete roster patient

To delete a patient or duplicate, select the *garbage can* under the *Actions* column in the roster and click "confirm".

	tal						Partner O	ders 🎎 Activation	। 🍰 Roster 🔶 Add F	Roster 😤 Account 🗄	⇒ Sign
oster				Re	emove this patie	ent?					
				An	e you sure you wa	nt to remove this patient?					
Add Row	Clear Filte	ers Export Da	ta			Cancel Cor	nfirm			Records per page: 2	25 、
⊘ Succ	essfully upda	ted roster!									
Actions	ld Number	Consent Type	Patient First Name	Patient Last Name	Patient Sex	Patient Date of Birth	Patient Race	Patient Ethnicity	Guardian First Name	Guardian Last Name	En
		Surveillance	Bart	Simpson	M	01/01/2011			Homer	Simpson	de
/ 0										Simpson	U.

The roster will then remove the selected patient.

binx Por	tal						Partner O	rders 🎎 Activation	盎 Roster 🔶 Add F	Roster 🙎 Account	⇒ Sign out
Roster											
Add Row	Clear Filte	Export Da	ita							Records per page:	25 🗸
⊘ Succ	essfully upda	ted roster!									
Actions	ld Number	Consent Type	Patient First Name	Patient Last Name	Patient Sex	Patient Date of Birth	Patient Race	Patient Ethnicity	Guardian First Name	Guardian Last Name	Ema
		Surveillance	Lisa	Simpson	F	01/01/2013			Homer	Simpson	devr
/ 0		Surveillance	Lisu	ompoor		01/01/2010			Tiona	ompoor	devi
Showing 1 to 1	of 1									<	1 >
					power	ed by 🌀 binx					

## Editing partner codes

If you are district coordinator or CIC Health, then you will be able to edit the *partner code* column of the patient. This can be used when switching schools, if the incorrect school was originally chosen, and more.

oster											
Add Row	Clear Fil	ters Exp	ort Data							Records p	er page: 25 v
Actions	Partner	ld Number	Consent Type	Patient First Name	Patient Last Name	Patient Sex	Patient Date of Birth	Patient Race	Patient Ethnicity	Guardian First Name	Guardian Last
										mr	
/ 0	Grand Isle Elementary School			Lake	Champlain	0	01/01/2011			Mr.	Champlain
/ 0	Lamoille South SU			Mount	Mansfield	0	01/01/2013			Mr.	Mansfield
howing 1 to 2	of 2										< 1 >
						wered by 🙆 bi					

Under *Actions* select the pencil. You will then be able to switch to any partner code that is under your domain.

Edit roster	×
Partner	ld Number
Grand Isle Elementary 🗧 🗸	E
Patient First Name	Patient Last Name
Lake	Champlain
Patient Sex	Patient Date of Birth
Other ~	01/01/2011
Patient Race	Patient Ethnicity
Select a Patient Race $\lor$	Select a Patient Ethnici $\sim$
Guardian First Name	Guardian Last Name
Mr.	Champlain

## Kit activation by administrator

When the sample is collected the administrator then <u>must</u> activate the test for the patient in the binx portal. This links the test kit to the account.

#### How to activate:

- 1. Select consent type from the dropdown
  - a. Any
  - b. Response
  - c. Surveillance

inx Portal	Partner Orders	😫 Activation	器 Roster		名 Account	🕒 Sign out
Activation						
Consent Type  Any  V						
Patient						
No pa	tients. Search by firs	t name, last na w Patient	me, and/or ll	D.		
	Act	ivate				
	powered by	binx 🕲				

2. Find the patient by typing in their first name, last name, DOB, or ID. A badge will indicate which consent is available and can be selected.

inx Portal	Partner Orders	🔐 Activation	器 Roster	🖗 Add Roster	Account	G→ Sign out
Activation						
Consent Type 🛛						
Surveillance ~						
Patient						
lis						×
Lisa Simpson 01/01/2013, Female SURVEILLANCE						
Barcode						
	Act	tivate				

3. Enter in the barcode from the sample label. For the VT program you must enter in both the activation code and the confirmation code which is a 4-character code in the upper right corner of the sample label. If this step isn't completed, it is likely the test will not be able to be performed by the lab.

inx Portal	Partner Orders	# Activation	😤 Roster	🖗 Add Roster	Account	₿ Sign
Activation						
Consent Type 🔮						
Any ~						
Patient						
lisa						B
Barcode						
Barcode BXWACD00000248						(x) 🗸
Confirmation Code	orner of your sample lab	el.				× •
This is the 4 character code in the upper right c	onner of your sample lab					

pinx Portal	Partner Orders	證 Activation	盎 Roster	Add Roster	Account	⊖ Sign ou
Activation						
Success! The kit was successfully activated!						
Consent Type 0						
Any						
Patient						
						ŧ
No pati Barcode	ents. Search by firs Add Ne	t name, last na w Patient	me, and/or I	D.		
	Act	livate				

Upon activation the associated email address will receive a notification confirmation.

## Add a new patient

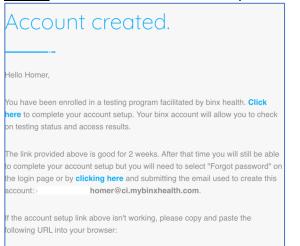
When activating, if you want to add a new patient then you can do so right at the activation page. Make sure to enter all information in including consent type and activate with the barcode. This will also add an individual to the roster.

binx Portal	Partner Orders	謎 Activation 盤 Roster 🖗 Add Roster 🙎 Account 🕀 Sign o
Activation		
Consent Type 🔮		
Any ~		
Patient		
Partner		ld Number
Select a Partner	~	
Patient First Name		Patient Last Name
Patient Sex		Patient Date of Birth
Select a Patient Sex	~	
Patient Race		Patient Ethnicity
Select a Patient Race	~	Select a Patient Ethnicity
Guardian First Name		Guardian Last Name
Email Address		Phone Number
Address Line 1		Address Line 2
City		State
		Select a State ~
ZIP Code		Consent Type
		Select a Consent Type V
	Add Patient	Cancel
Barcode		
	Act	vate
	powered by	6 binx

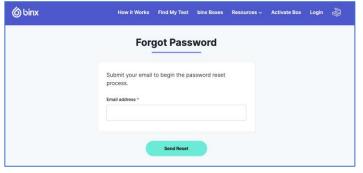
## Parent/Guardian account creation

When the first test has been activated, the parent or guardian will receive an email letting them know the account has been created and to reset their password.

Step 1: Click on the link to reset the password



<u>Step 2:</u> Enter in the email address that the account was set up with



## Step 3: Reset the password

	🔞 binx How it Works Find My Test binx Boxes Resources 🗸 Activate Box Login 🗟
Did you forget something?	
sometning?	Reset Password
We heard you forgot your password. Don't worry, it happens to the	Email address *
best of us. Follow the link below and we'll send you a confirmation once you create a new one.	homer@ci.mybinxhealth.com
	Password *
Reset password	SHOW
- The binx health team	Strong Very unguessable.
	Reset Password
	() Support

## Kit activation notification & view

For all proceeding tests, you will receive an email indicating when a test has been activated. The email will look the same for all dependents.

Great News!
Your binx box is activated.
Hi Homer,
Thanks for activating the <b>binx At-home Nasal Swab COVID-19</b> Sample Collection Kit!
Now that your box has been activated, please follow the instructions you'll find inside the box to collect your sample immediately. It is very important that you collect your sample and return it today. If you are mailing back your test, please make sure that you drop it off before the last pick-up of the day.
You can also check your dashboard, and stay up-to-date on your order status.

View the test has been activated in the dashboard for all dependents at <a href="https://app.mybinxhealth.com/login">https://app.mybinxhealth.com/login</a>

6 binx	How it Works	Find My Test	binx Boxes	Resources ~	Activate Box	My Account	• 🖗
		Or	ders				
10/18/2021 - Lis binx At-home Nasal	<b>a Simpson</b> Swab COVID-19 Sample	Collection Kit			¢	Activated	~
<b>10/18/2021 - Bar</b> binx At-home Nasal	r <b>t Simpson</b> Swab COVID-19 Sample	Collection Kit			Ø	Activated	~

## Kit processing notification & view

You will receive an email when the test has been received by the lab and moves into "processing"

We got it!
Hi Homer,
We got your sample!
So what's next? Our labs are working hard to process your sample. As soon as your results are ready, you'll hear from us. You can also check your dashboard, and stay up-to-date on your order status.
Until then, thanks for trusting binx!
- The binx health team

View the tests in processing in the dashboard for all dependents at <u>https://app.mybinxhealth.com/login</u>

6 binx	How it Works	Find My Test	binx Boxes	Resources ~	Activate Box	My Account ~		
		Or	ders					
<b>10/18/2021 - Lisa Sim</b> binx At-home Nasal Swab (	•	Collection Kit			47	Processing	~	
10/18/2021 - Bart Sim binx At-home Nasal Swab (	•	Collection Kit			4	Processing	~	

## Results notification & view

You will receive an email when the result has been released to the dashboard. Depending on the program, you may also receive a call from a clinician to talk through next steps.

Your results are in!					
Hi Homer,					
Your results are ready. We'll walk you through everything and be available to help with any questions and next steps.					
View results					
Thanks for trusting binx!					
— The binx health team					

View test results in the dashboard for all dependents at <u>https://app.mybinxhealth.com/login</u>

စ် binx	How it Works	Find My Test	binx Boxes	Resources ~	Activate Box	My Account ~	4
		Or	ders				
<b>10/18/2021 - Lisa</b> binx At-home Nasal S	<b>i Simpson</b> Swab COVID-19 Sample	Collection Kit			Ø	Results Ready	~
10/18/2021 - Bart binx At-home Nasal S	<b>t Simpson</b> Swab COVID-19 Sample	Collection Kit			Ø	Results Ready	~

## Settings

Adjust dependents' details, passwords, and notifications all from your account settings.

🙆 binx	How it Works Find My Test binx Boxes Resources ~ Activate Box My Account ~ 🕹
	Settings
	온 Personal 🖉 Password 🟠 Address 💬 Notifications 😤 Dependents
	Lisa Simpson Age 8, Female
	Bart Simpson Age 10, Male
	Add New Dependent