

## Slide 1 - Slide 1

Welcome to the course: **CareEvolve Log in and Creating your Desktop Icon**. OhioHealth Laboratory Services partners with CareEvolve to bring you the OhioHealth Laboratory Services Results Portal. You may hear the names CareEvolve and the OhioHealth portal used interchangeably.

At the conclusion of the course, you should be able to log into your account in the CareEvolve application and create a desktop icon for CareEvolve and your OhioHealth results. You will also be given support resources for any of your CareEvolve issues.

**Click anywhere** to continue.

POWERED BY CareEvolve

**OhioHealth**  
Laboratory Services  
ohiohealth.com

Username:   
Click Box

Password:

Location:

Log In

Laboratory Help Desk  
Phone: 614-566-5236

© CareEvolve™  
Standard | Mobile

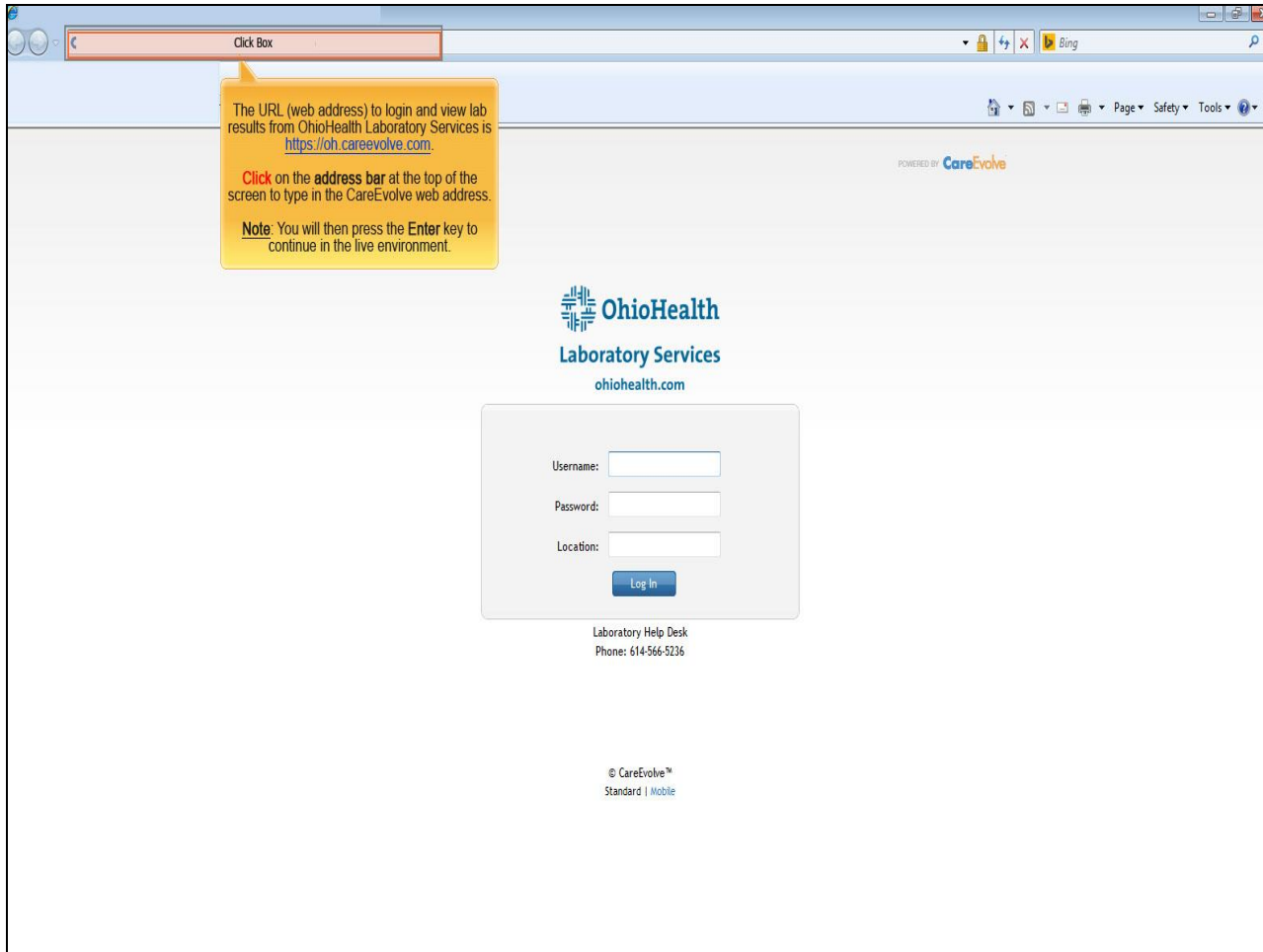
## Text Captions

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## Slide 2 - Slide 2



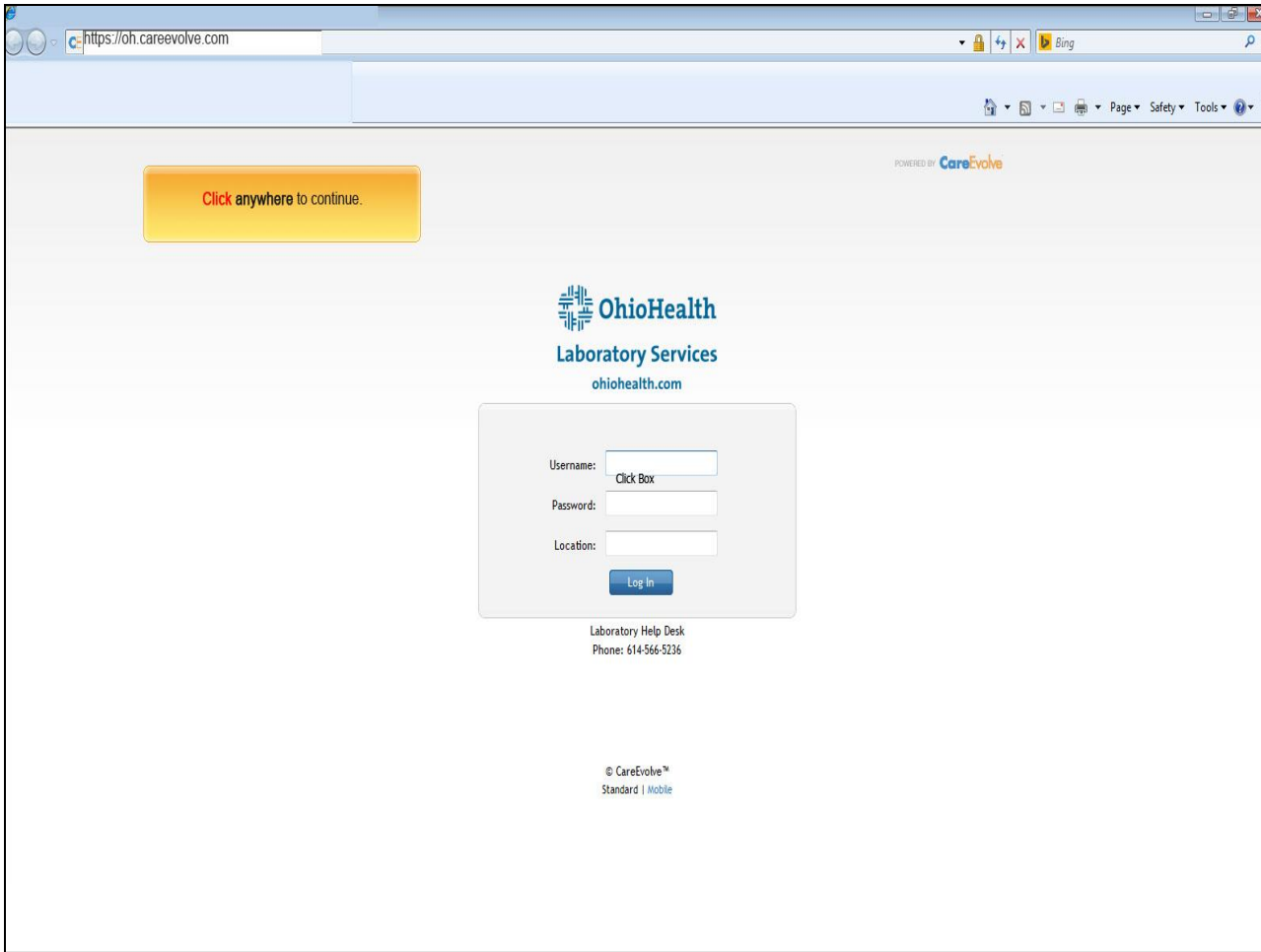
## Text Captions

The URL (web address) to login and view lab results from OhioHealth Laboratory Services is <https://oh.careevolve.com>.

**Click** on the **address bar** at the top of the screen to type in the CareEvolve web address.

**Note:** You will then press the **Enter** key to continue in the live environment.

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Text Captions

**Click anywhere** to continue.

## Slide 4 - Slide 4

The screenshot shows a web browser window displaying the OhioHealth Laboratory Services login page. The page features the OhioHealth logo and the text "Laboratory Services" and "ohiohealth.com". A login form is centered on the page with fields for "Username:", "Password:", and "Location:", and a "Log In" button. A yellow callout box points to the Username field with the text "Click in the box to type in your Username." In the top left corner, another yellow callout box contains the following text: "Usernames follow the standard defined in this training: Username: First Initial, Middle Initial, Last Name, Last four digits of phone number Example: First name: Lab Middle name: CareEvolve Last name: Trainer Phone: 614.111.1234 Username: LCTrainer1234". The browser's address bar shows "http://www.ohiohealth.com" and the page title is "OhioHealth Laboratory Services".

## Text Captions

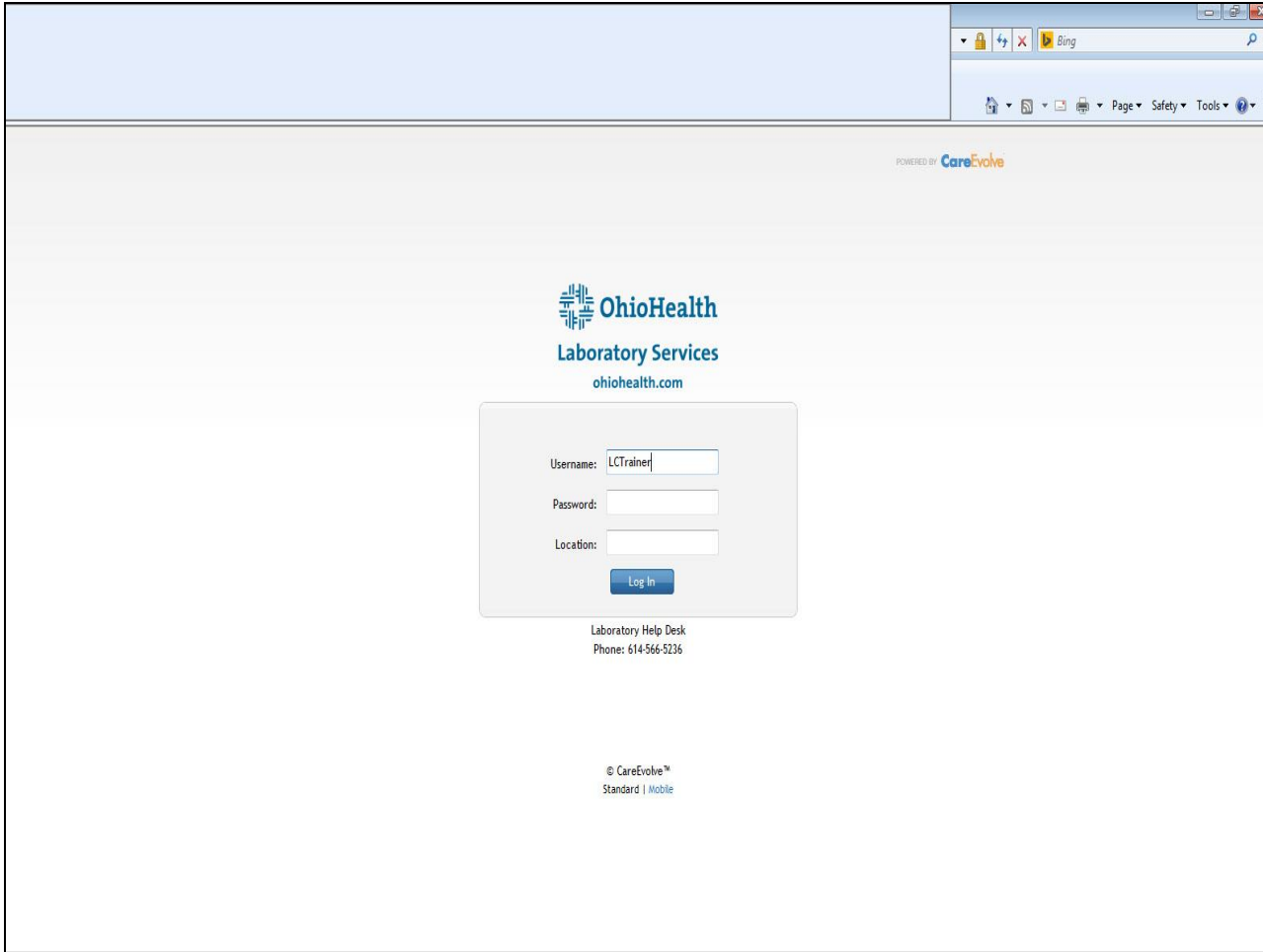
**Click** in the box to type in your **Username**.

Usernames follow the standard defined in this training:

**Username:** First Initial, Middle Initial, Last Name, Last four digits of phone number

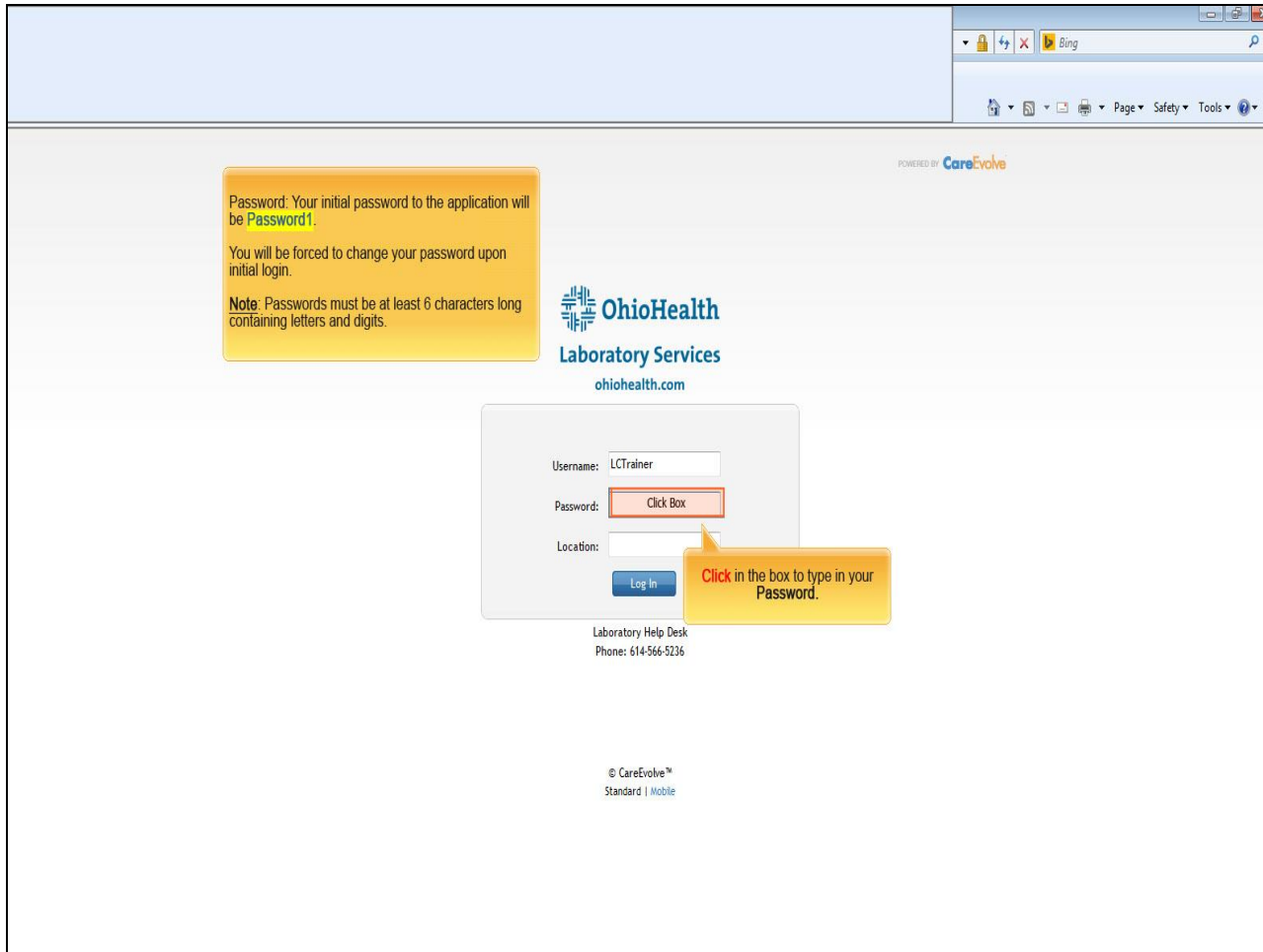
**Example:** First name: **Lab** Middle name: **CareEvolve**  
Last name: **Trainer** Phone: **614.111.1234**  
Username: **LCTrainer1234**

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Text Captions

## Slide 6 - Slide 6



## Text Captions

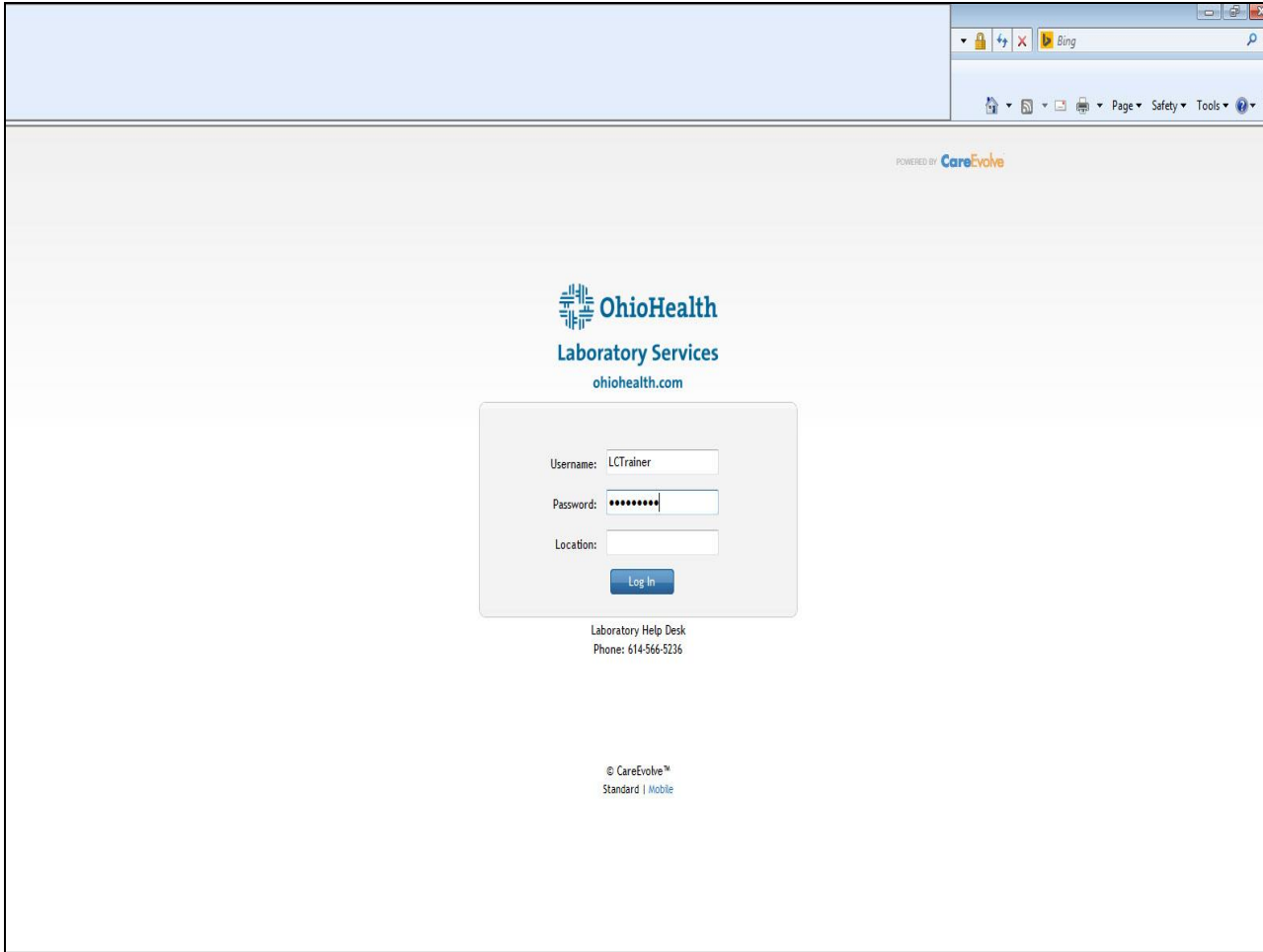
**Click** in the box to type in your **Password**.

Password: Your initial password to the application will be **Password1**.

You will be forced to change your password upon initial login.

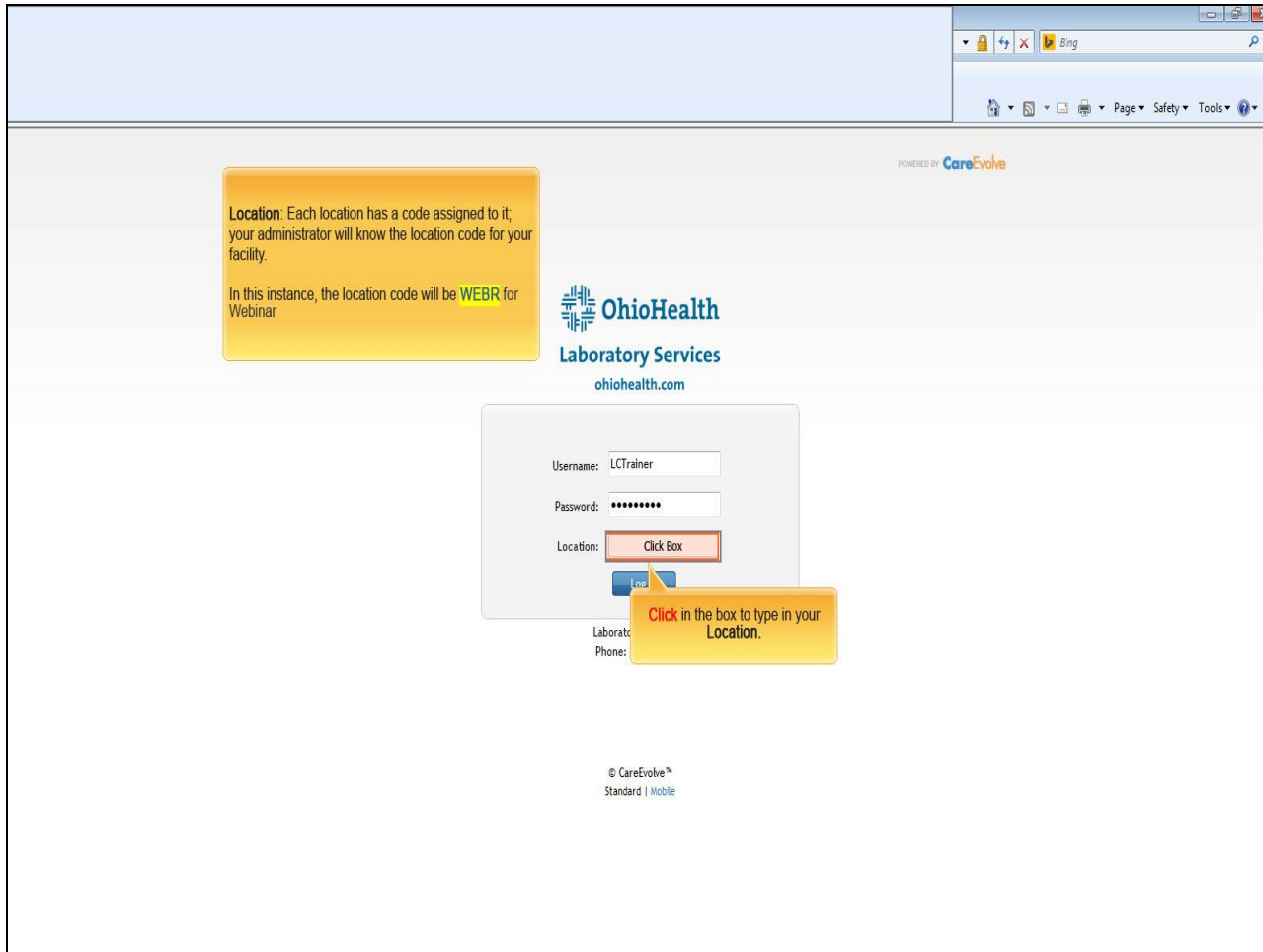
**Note:** Passwords must be at least 6 characters long containing letters and digits.

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Text Captions

## Slide 8 - Slide 8



## Text Captions

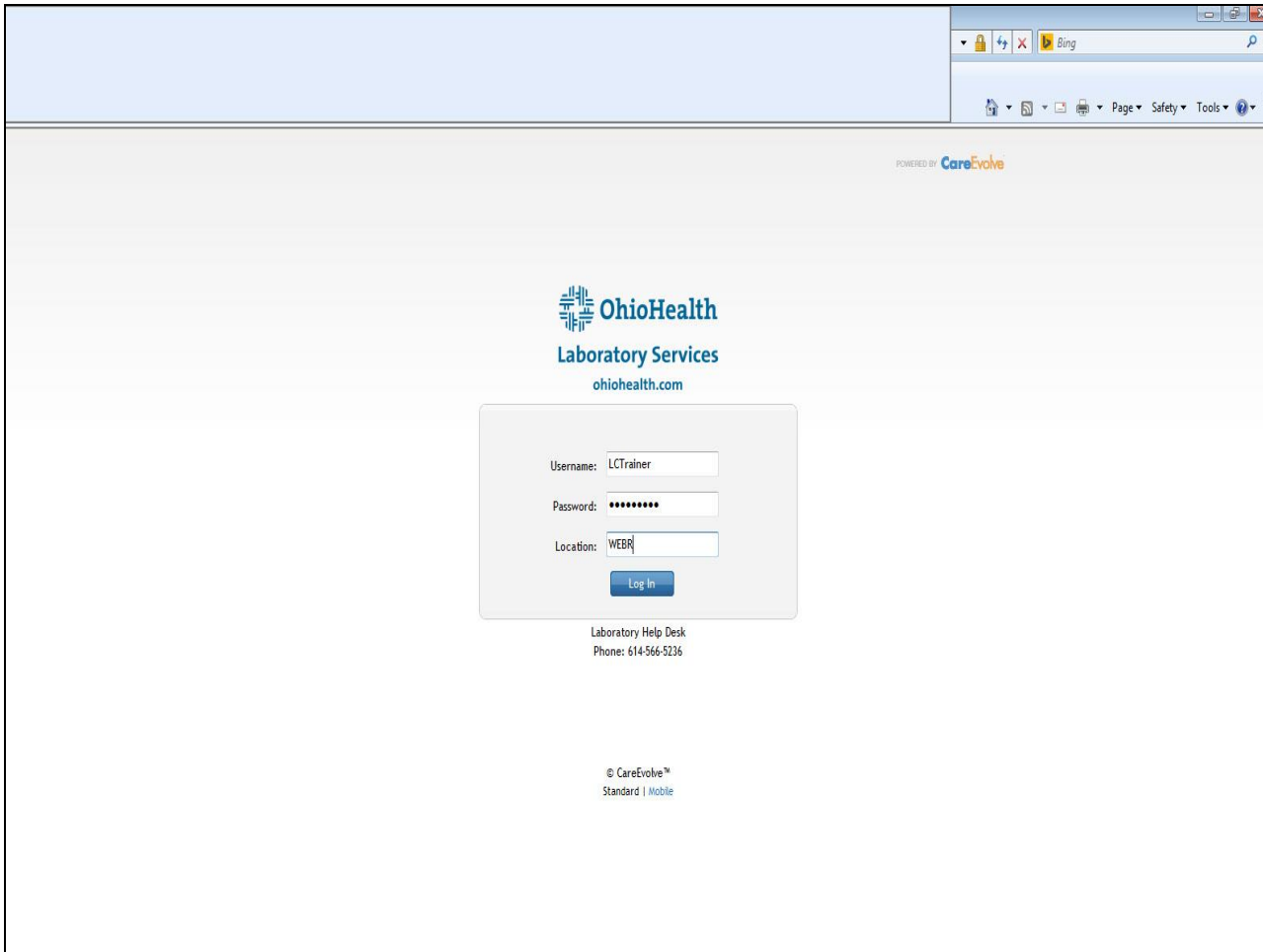
**Click** in the box to type in your **Location**.

**Location:** Each location has a code assigned to it; your administrator will know the location code for your facility.

In this instance, the location code will be **WEBR** for Webinar

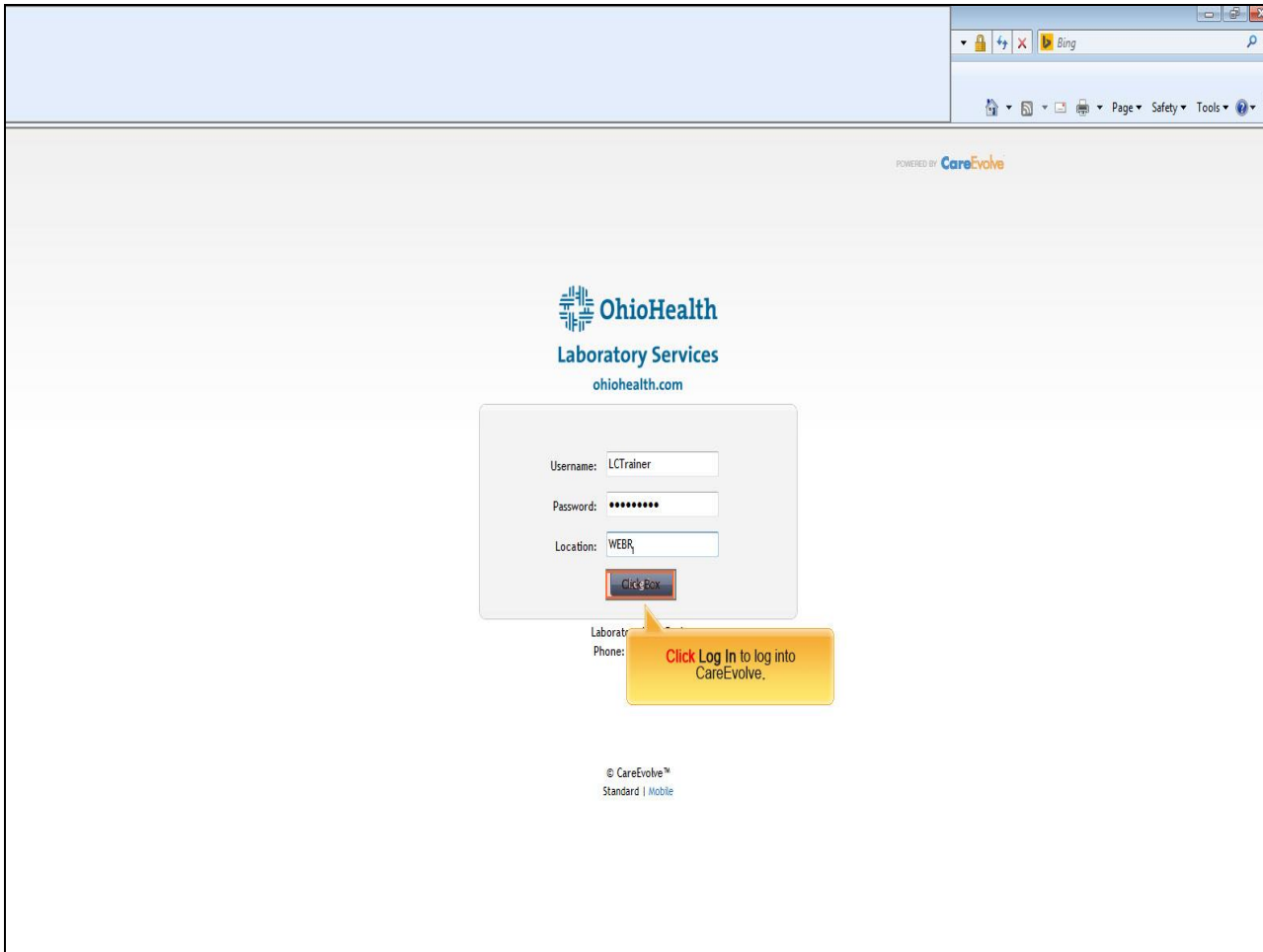


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Text Captions

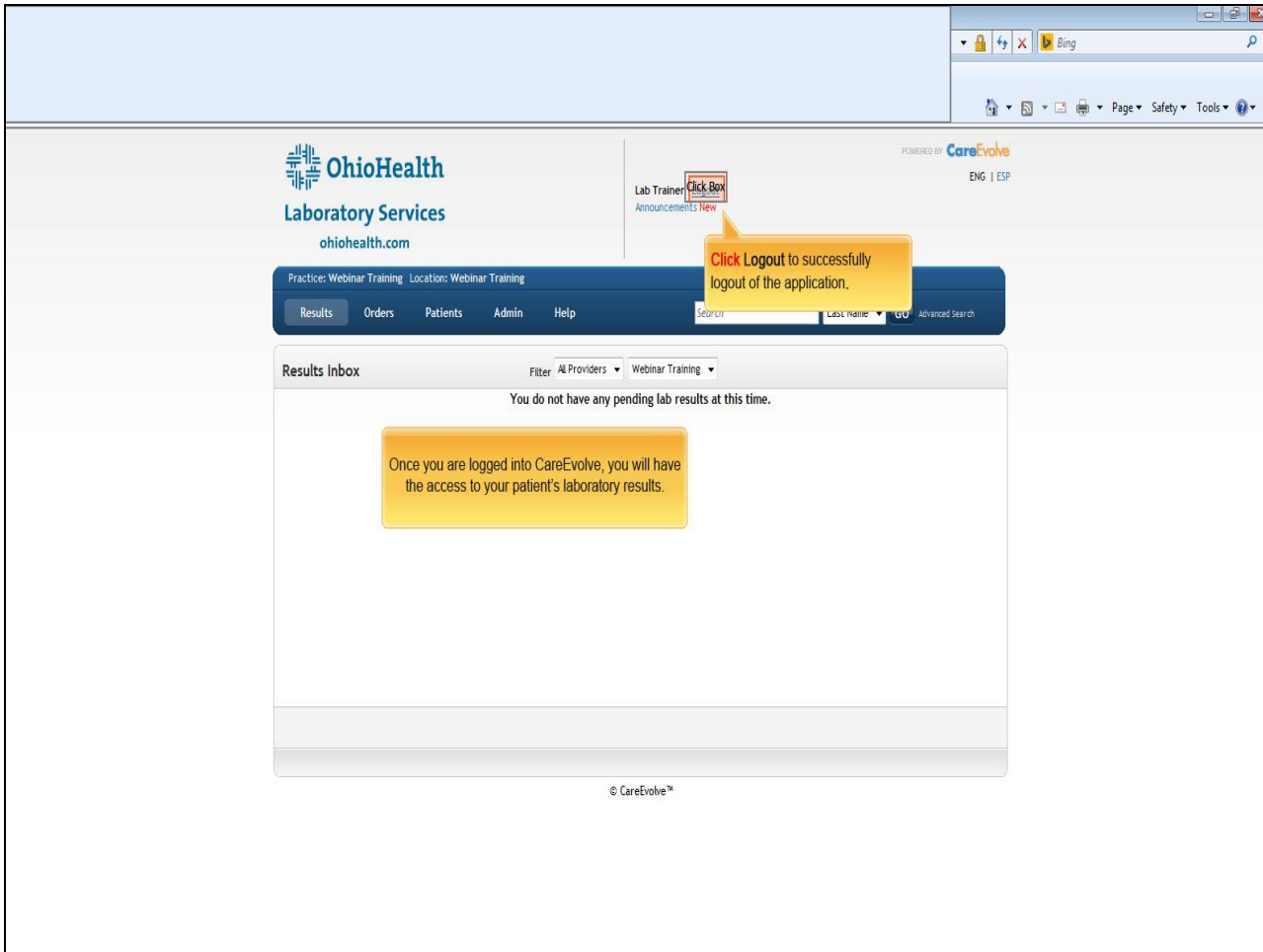
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Text Captions

**Click Log In** to log into CareEvolve.

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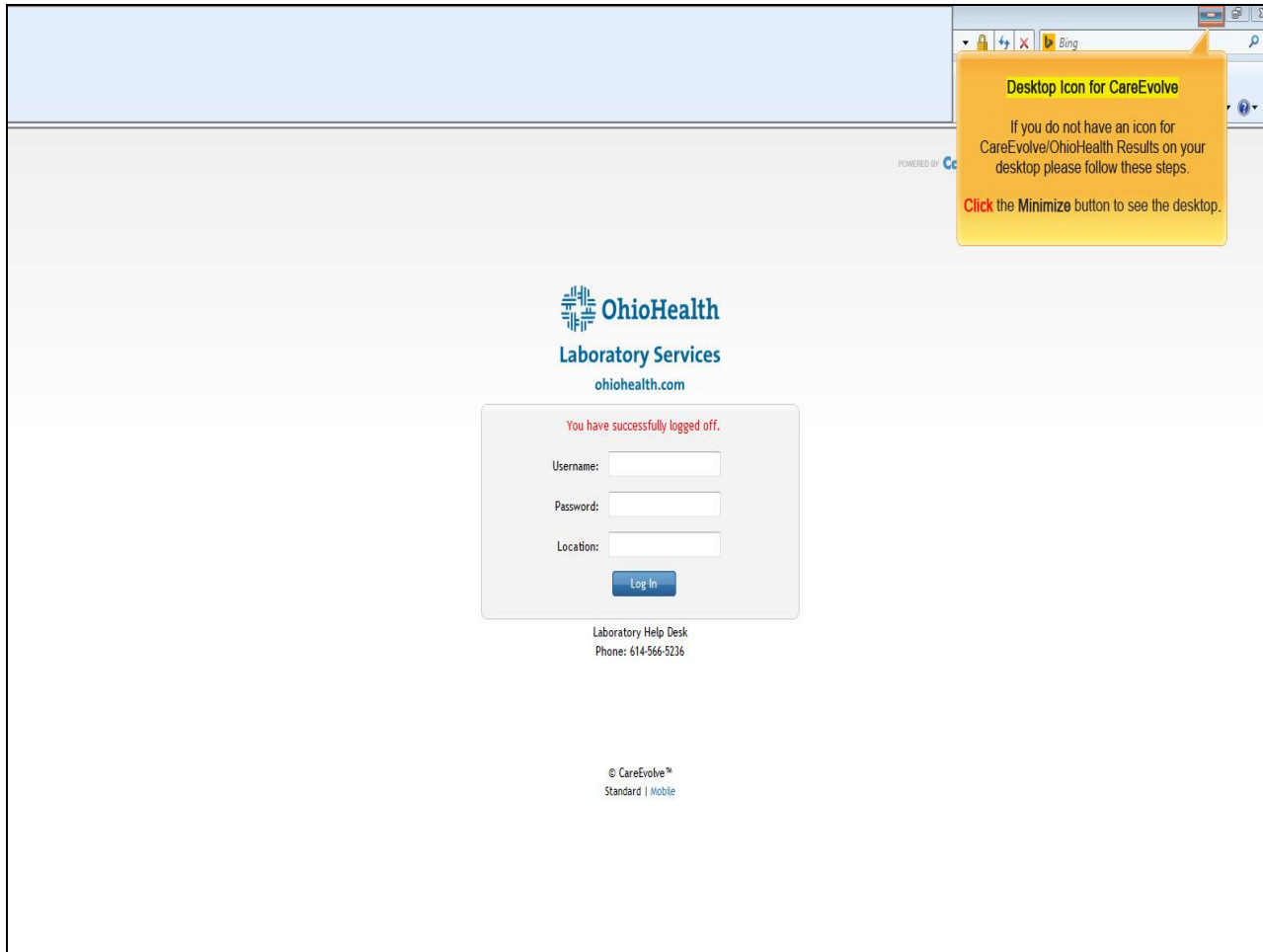


**Text Captions**

**Click Logout** to successfully logout of the application.

Once you are logged into CareEvolve, you will have the access to your patient's laboratory results.

## Slide 12 - Slide 12



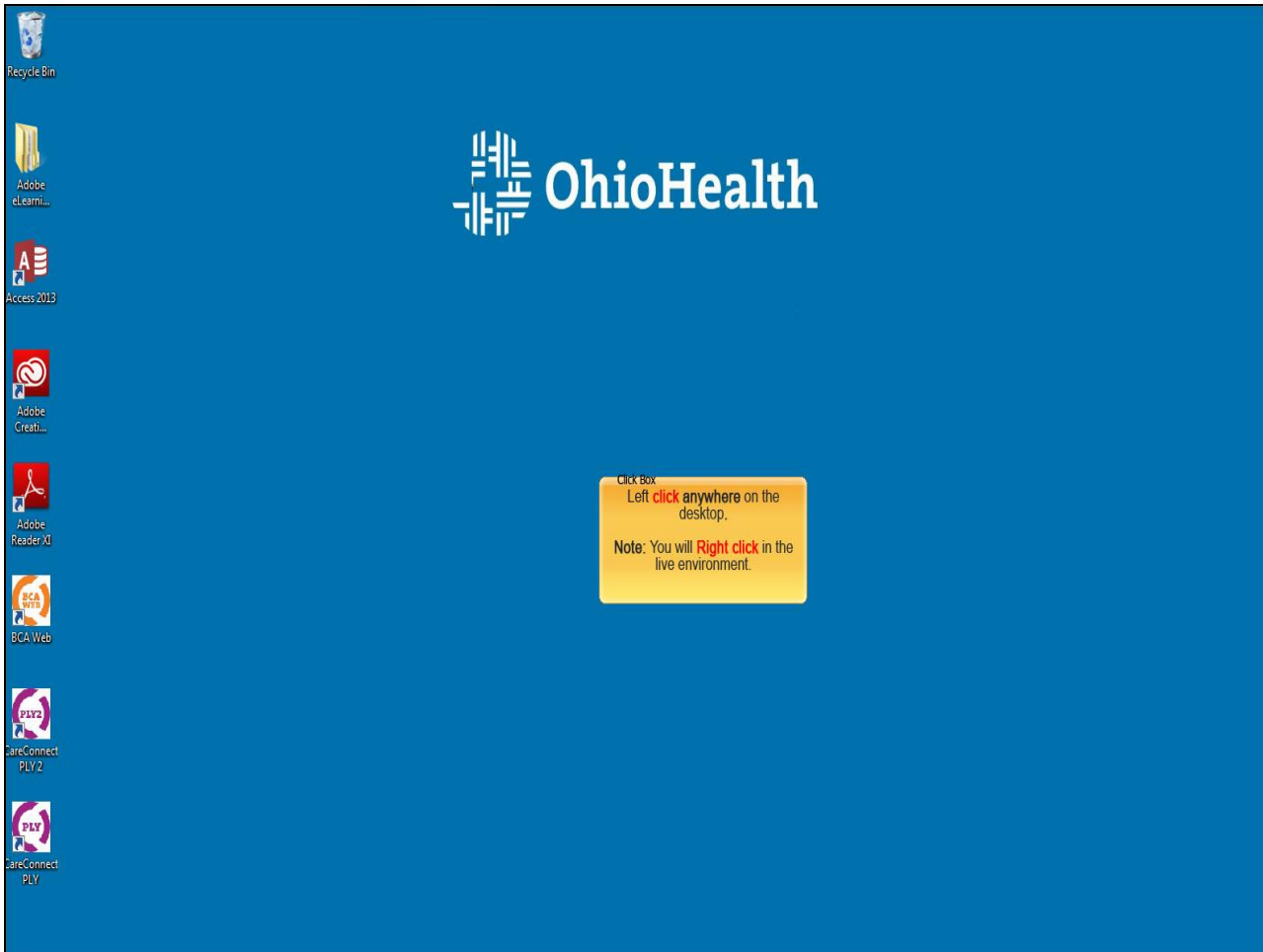
## Text Captions

**Desktop Icon for CareEvolve**

If you do not have an icon for CareEvolve/OhioHealth Results on your desktop please follow these steps.

**Click** the **Minimize** button to see the desktop.

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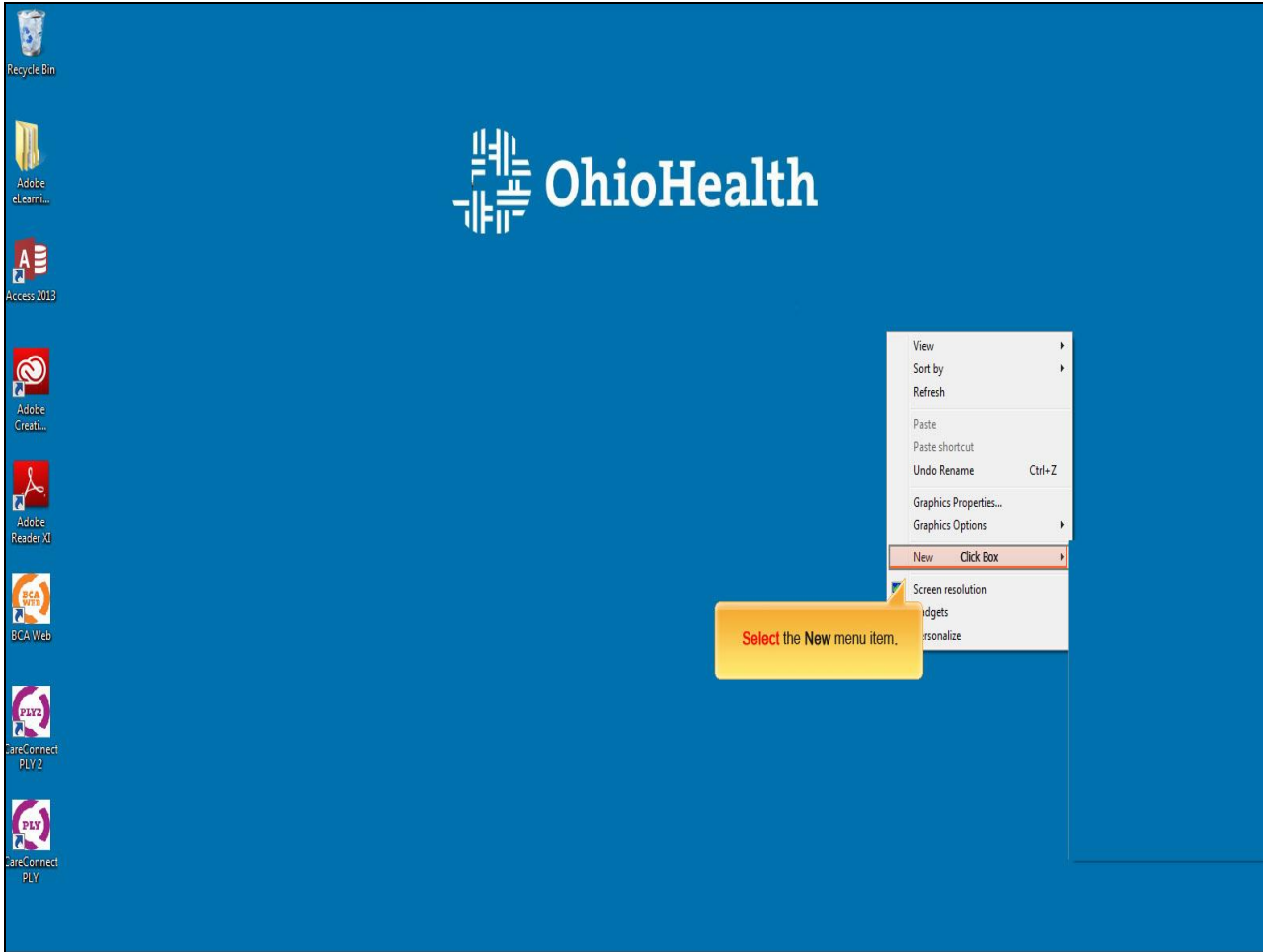


Text Captions

Left **click anywhere** on the desktop.

**Note:** You will **Right click** in the live environment.

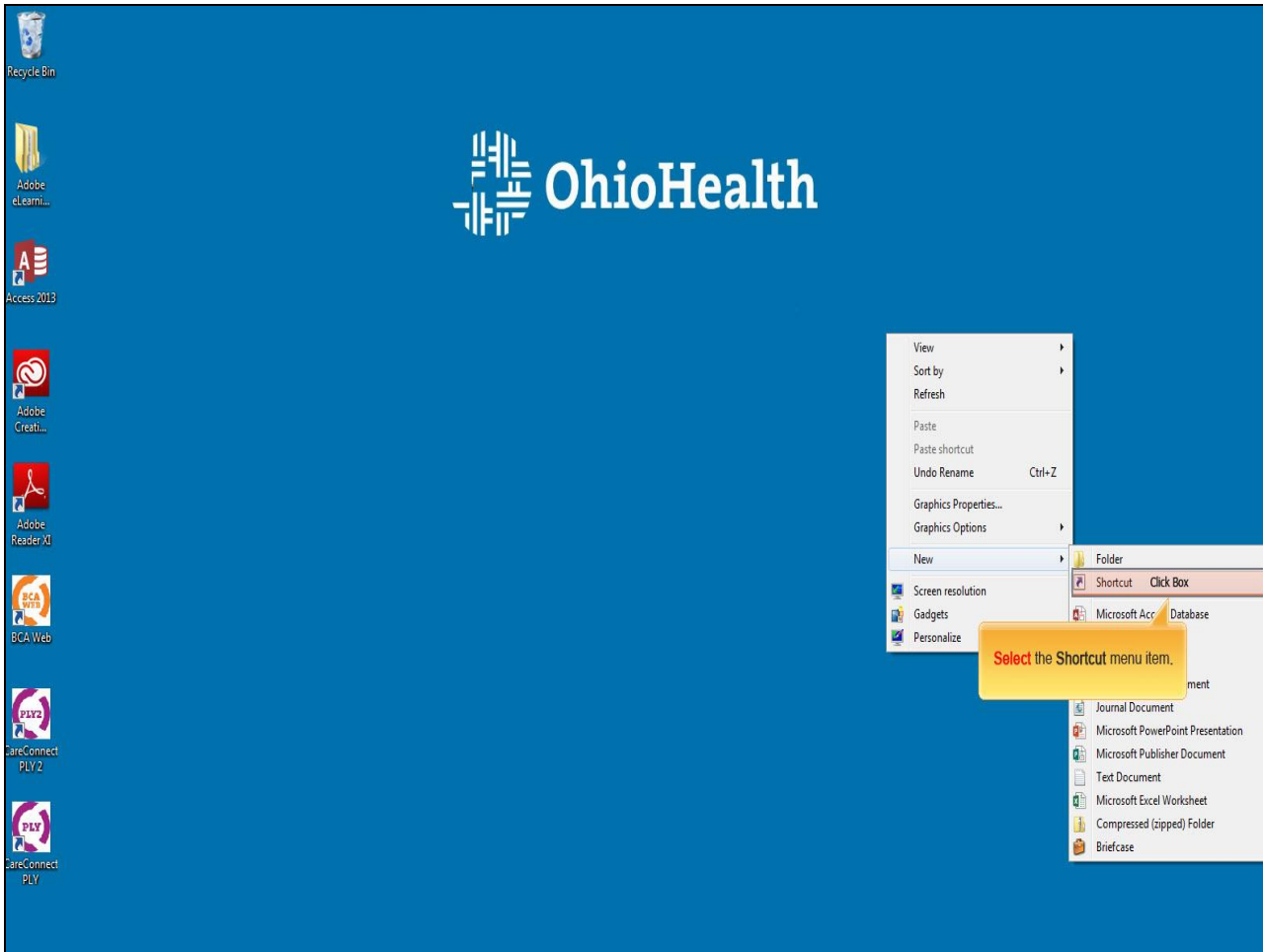
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Text Captions

Select the **New** menu item.

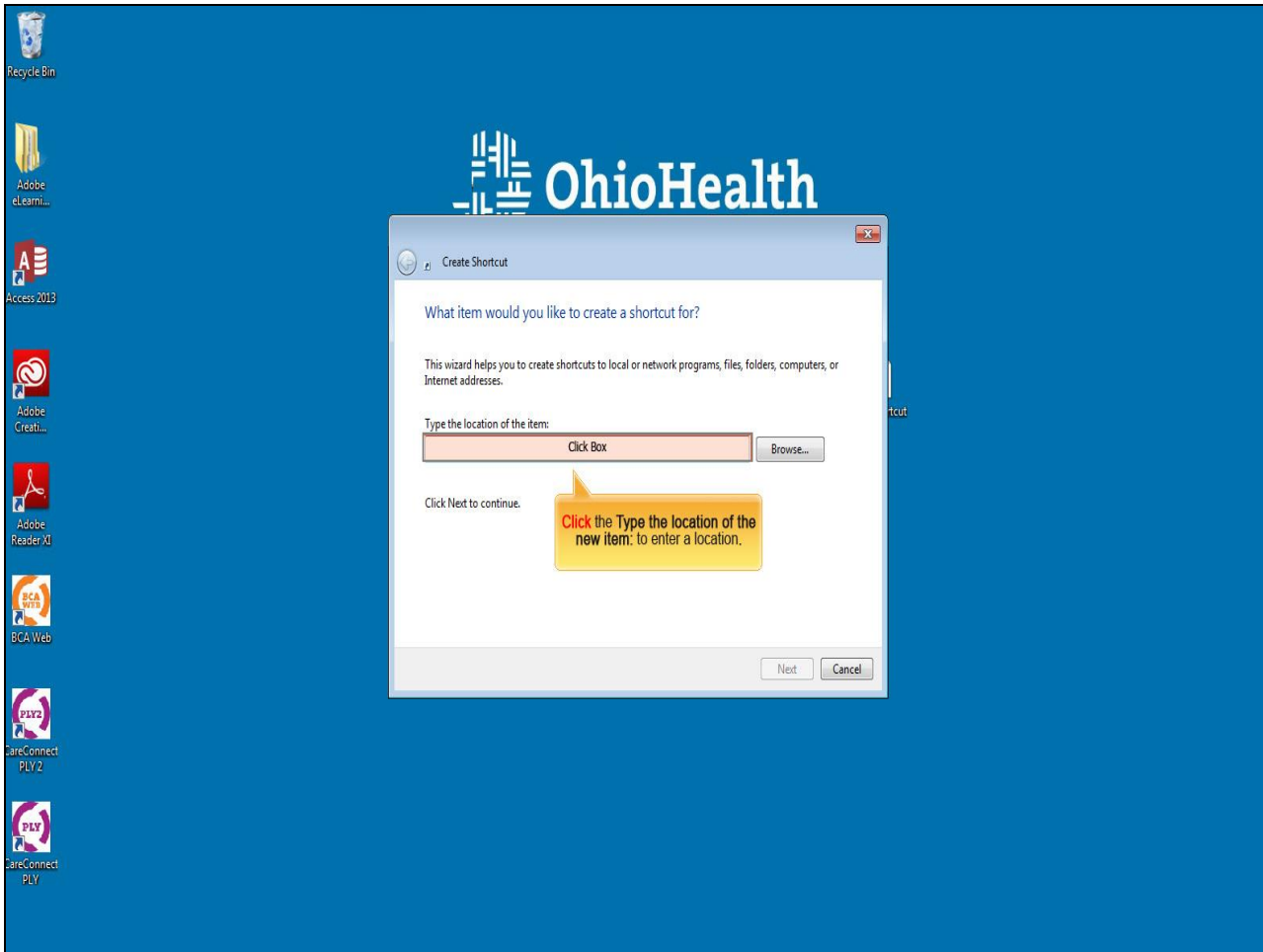
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Text Captions

Select the Shortcut menu item.

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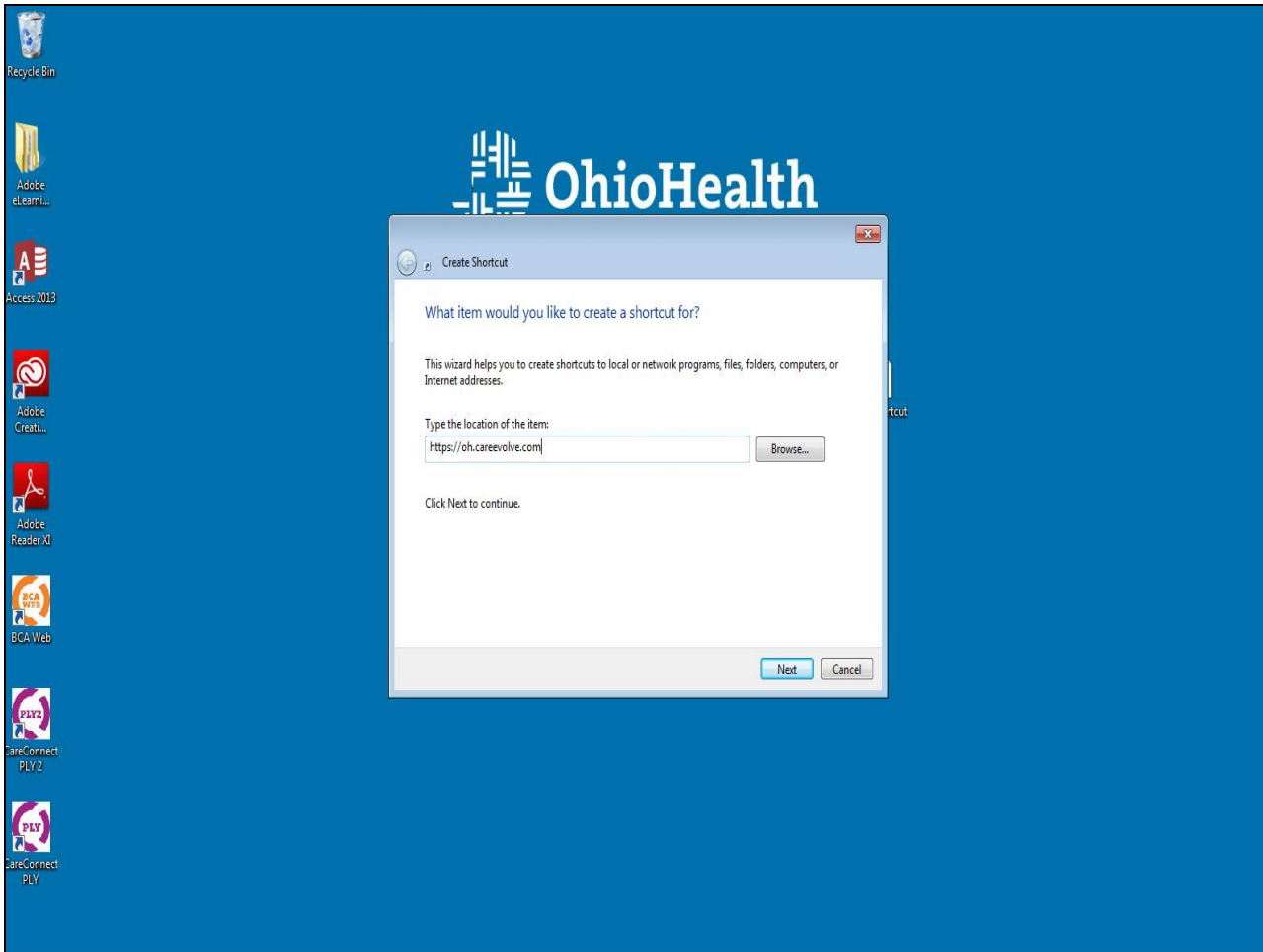


Text Captions

**Click** the **Type the location of the new item:** to enter a location.

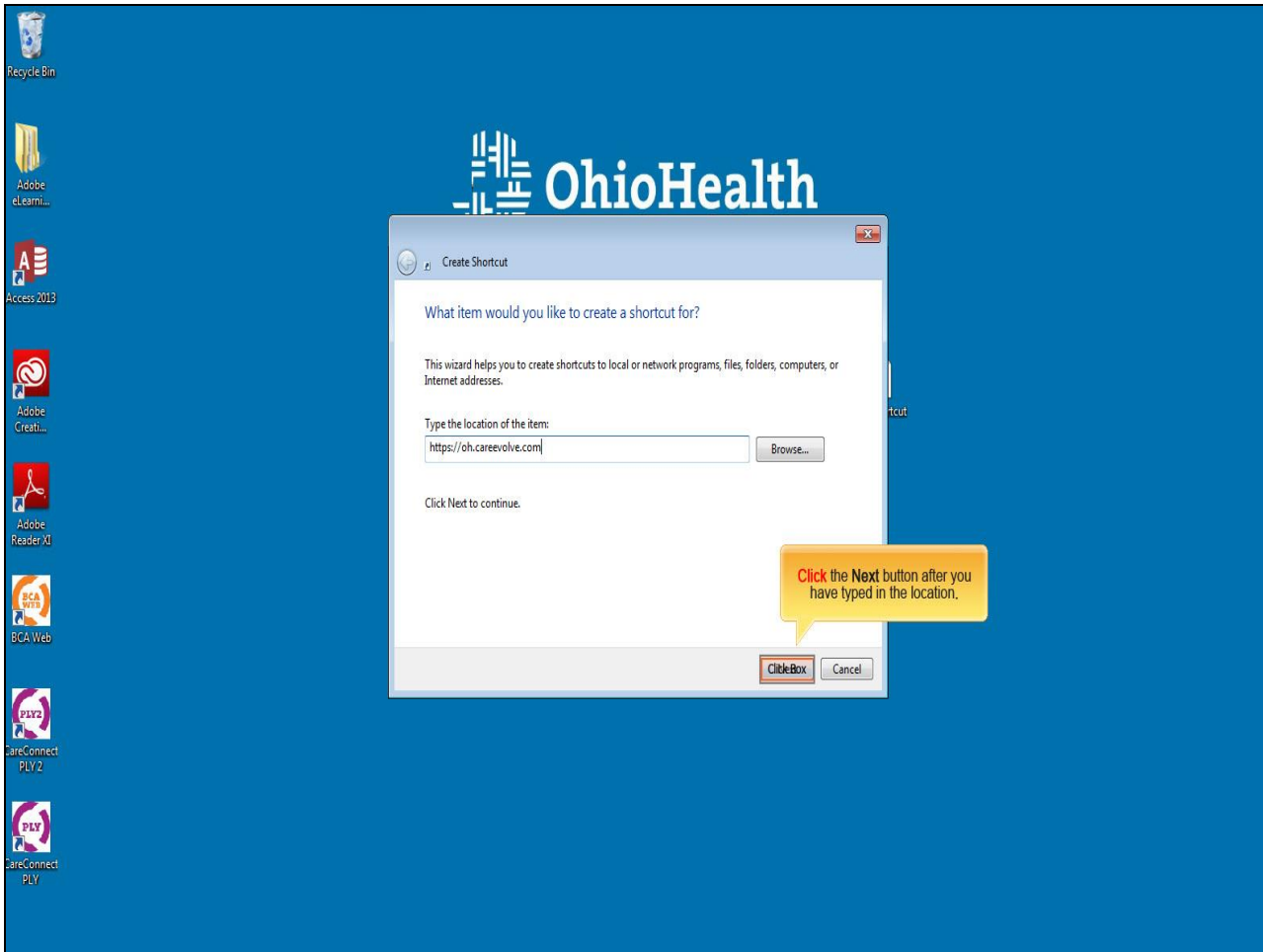


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Text Captions

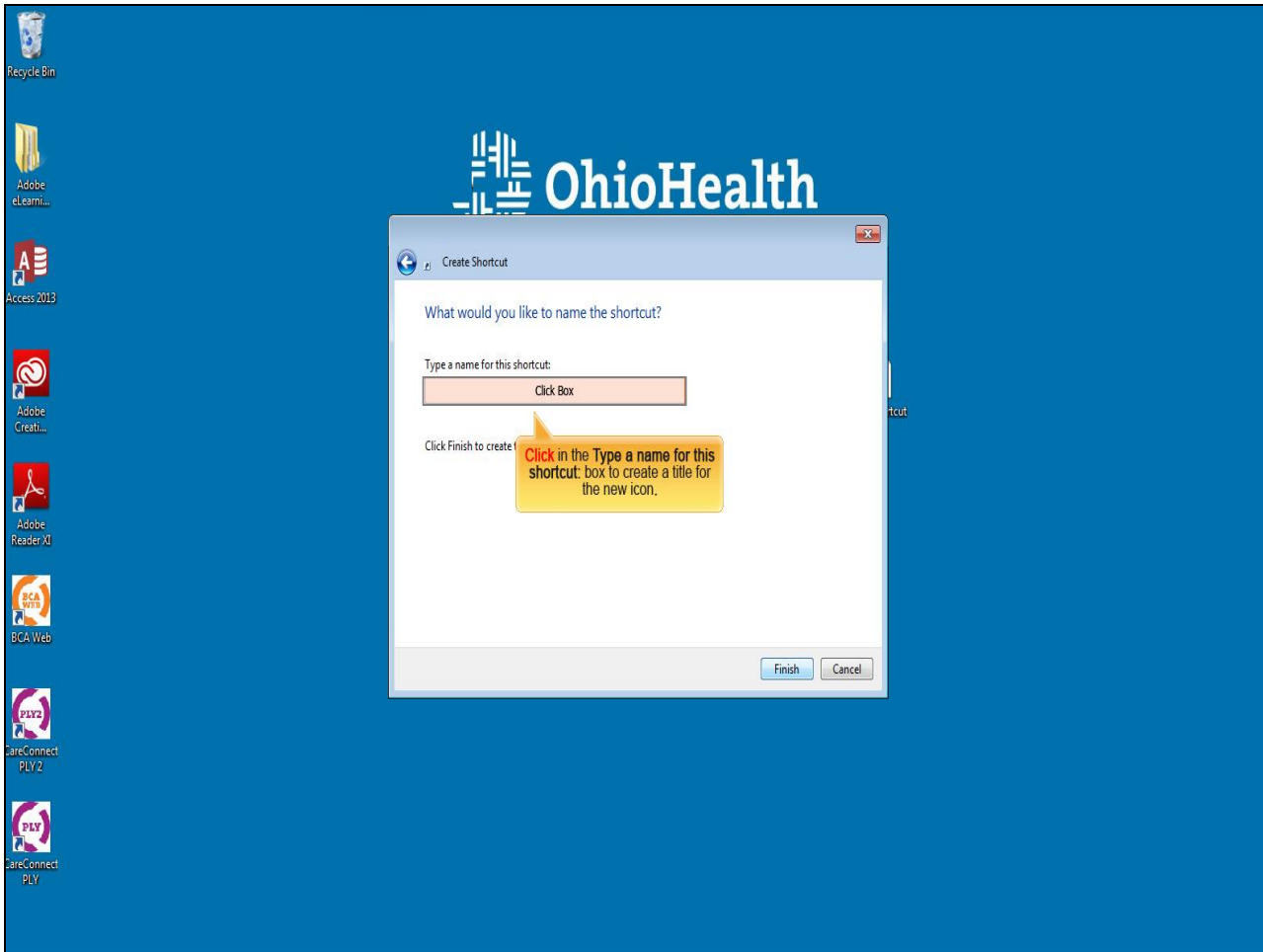
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Text Captions

**Click** the **Next** button after you have typed in the location.

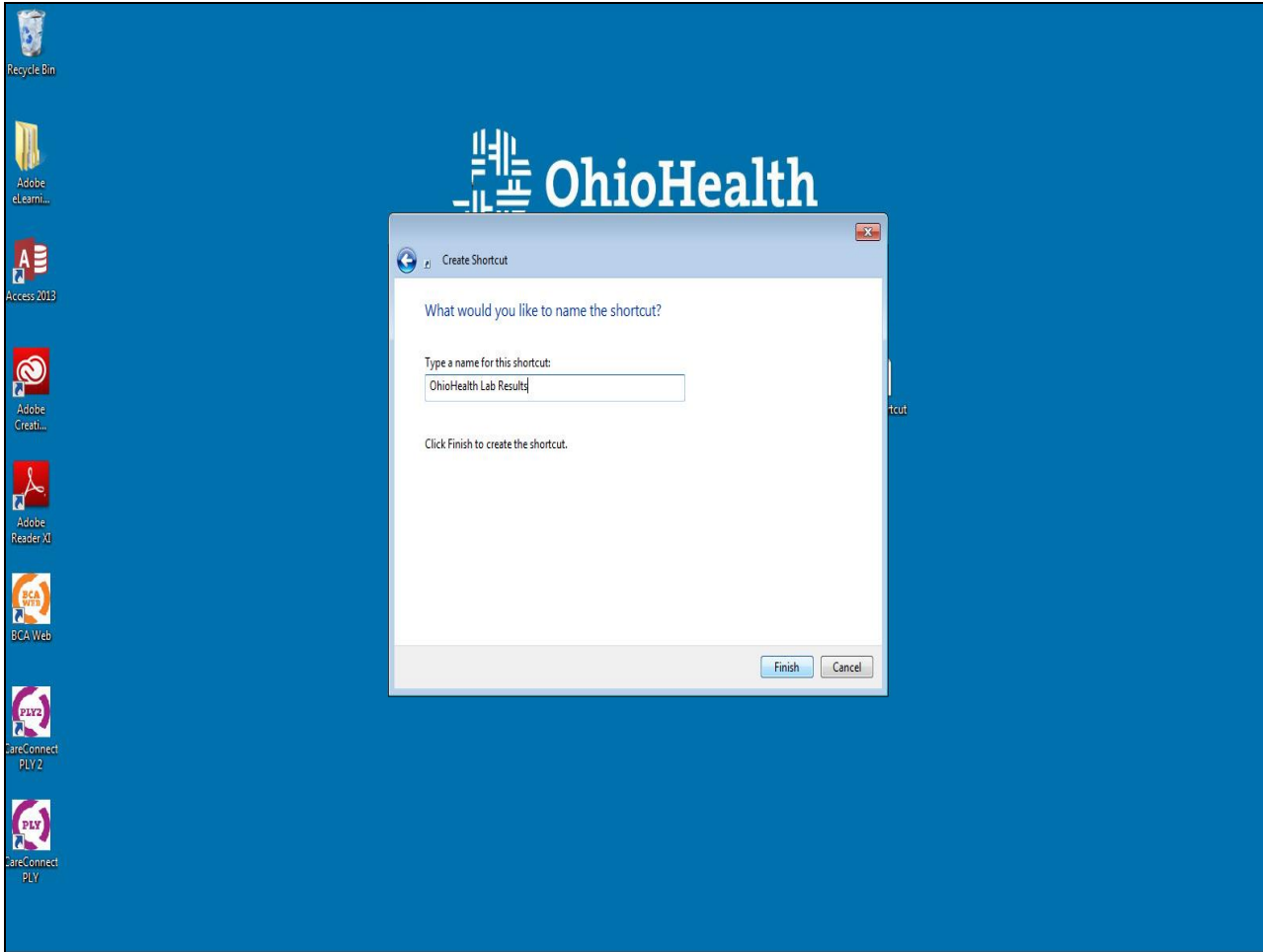
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Text Captions

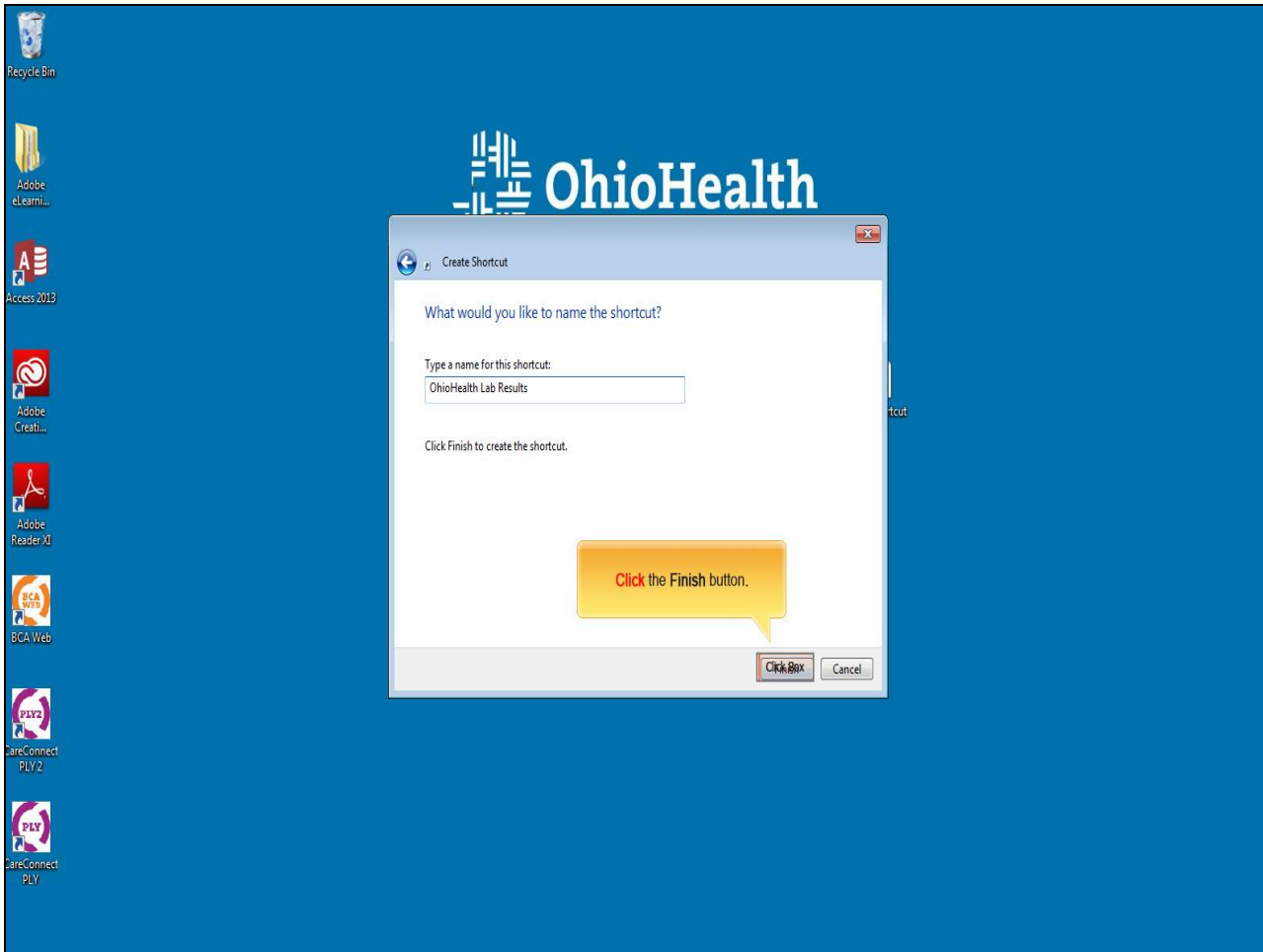
**Click** in the **Type a name for this shortcut:** box to create a title for the new icon.

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Text Captions

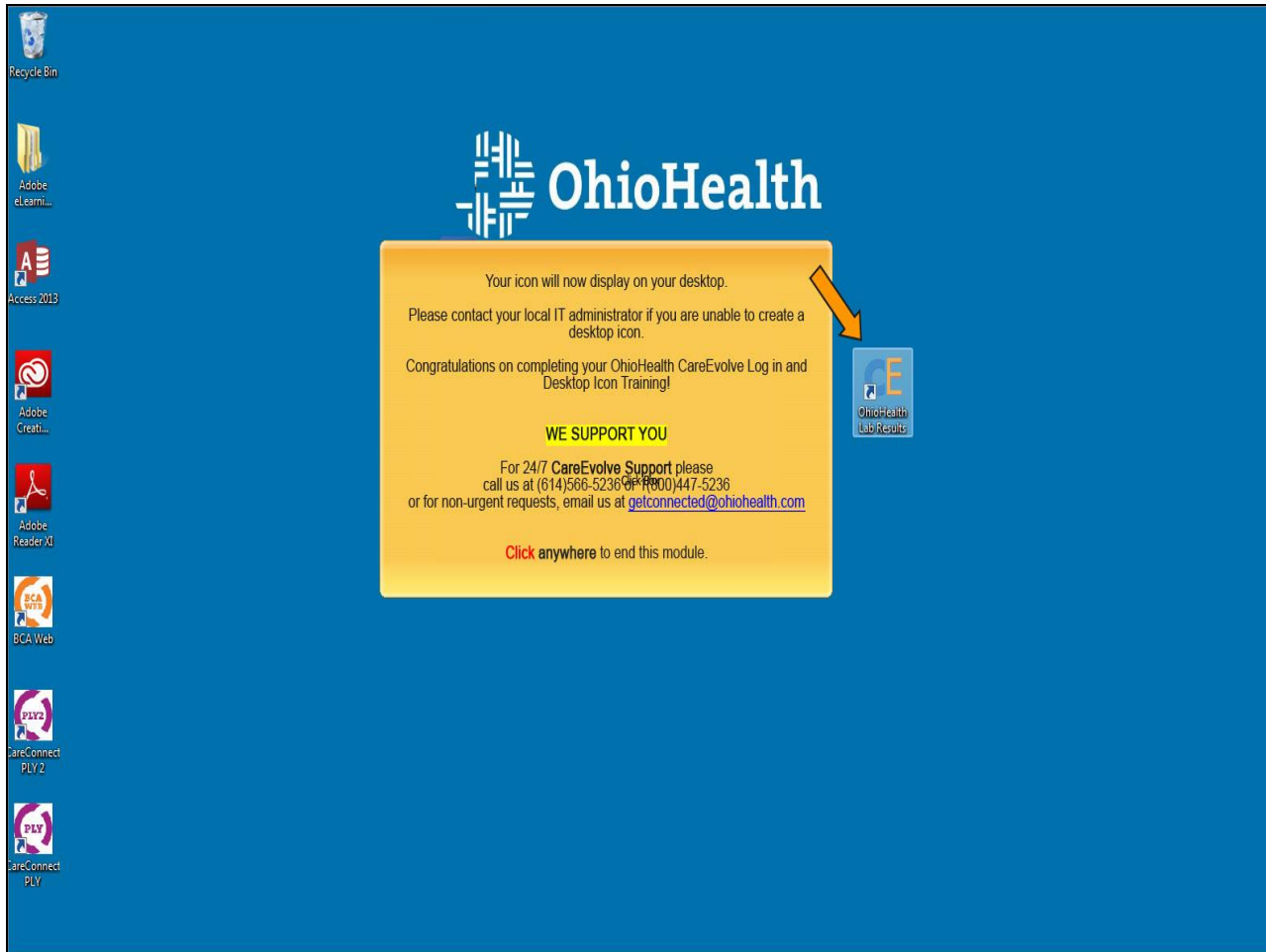
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Text Captions

**Click** the **Finish** button.

## Slide 22 - Slide 22



## Text Captions

Your icon will now display on your desktop.

Please contact your local IT administrator if you are unable to create a desktop icon.

Congratulations on completing your OhioHealth CareEvolve Log in and Desktop Icon Training!

**WE SUPPORT YOU**

For 24/7 **CareEvolve Support** please  
call us at (614)566-5236 or 1(800)447-5236  
or for non-urgent requests, email us at [getconnected@ohiohealth.com](mailto:getconnected@ohiohealth.com)

**Click anywhere** to end this module.

