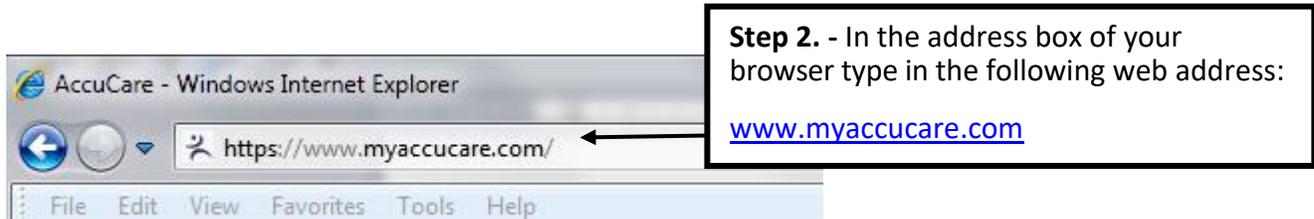


## How to connect to your AccuCare Web site

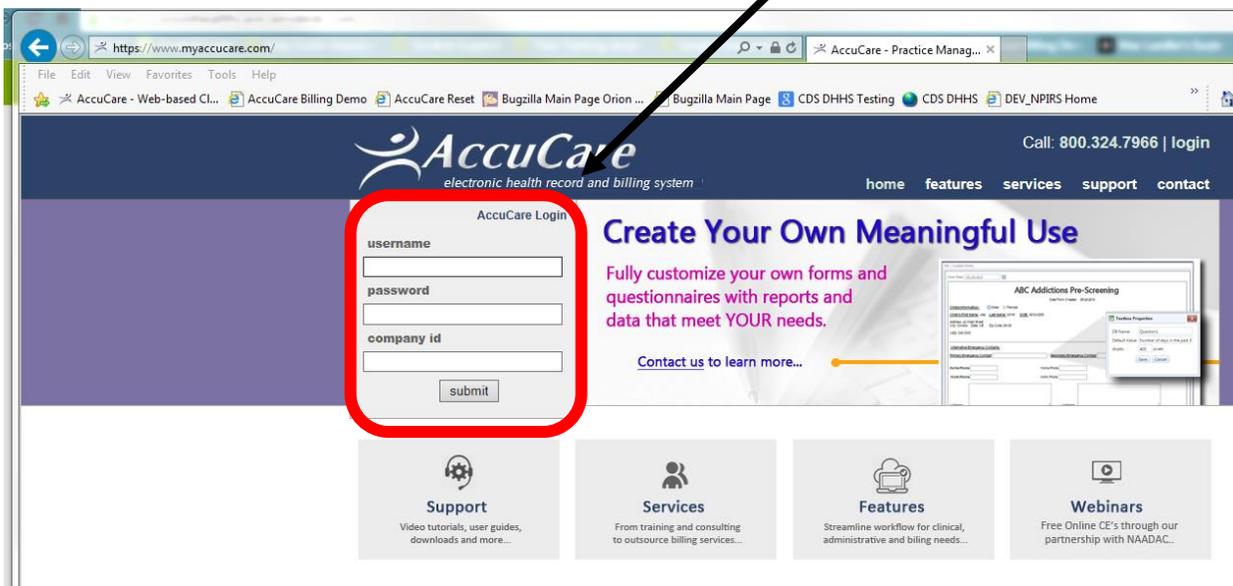
These instructions will show you how to create an Icon, access AccuCare and chose your view of the AccuCare main menu.



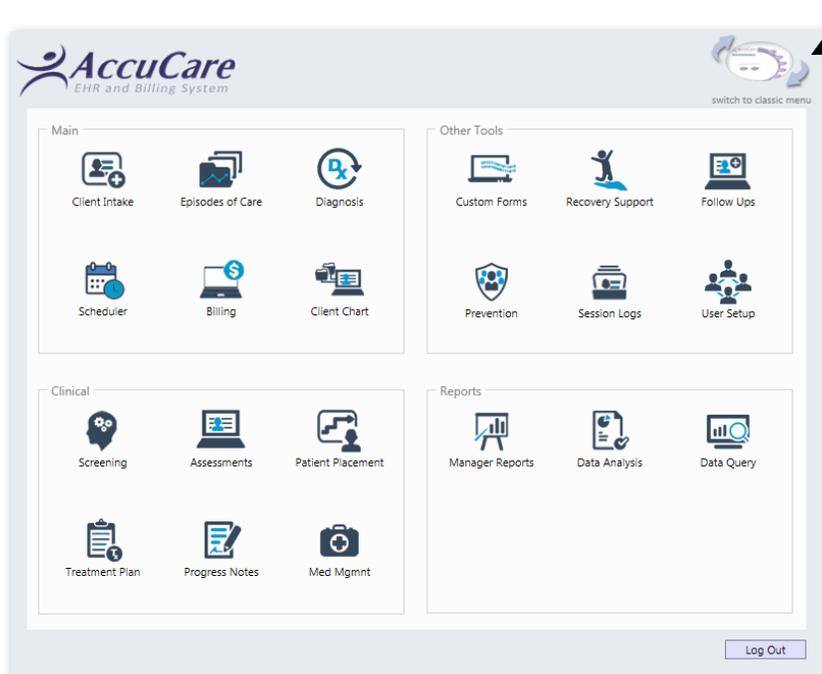
**Step 1.** - Look on your desktop for the AccuCare browser icon and double-click on it.



**Step 3.** – Next type in your username, password and company Id then click on the ‘Submit’ button



**Step 4.** – You will be connected to your AccuCare Web site. You will see new AccuCare interface but have the ability to change to older AccuCare interface if you prefer.

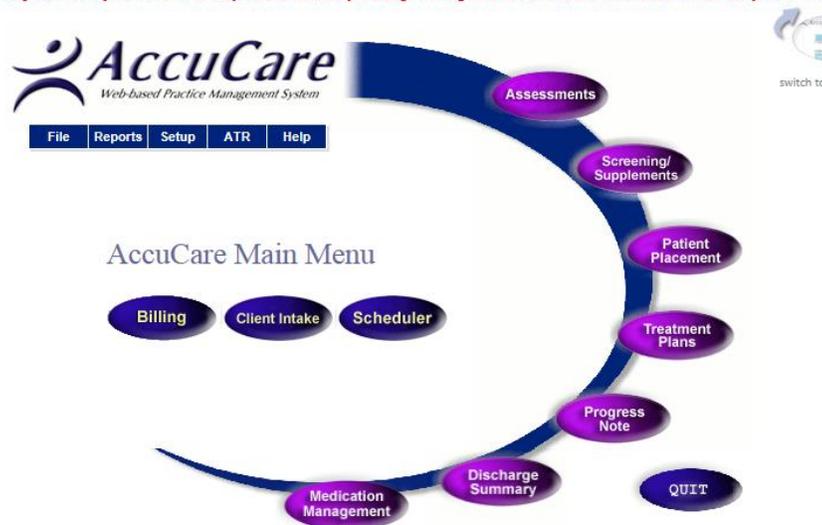


The screenshot shows the new AccuCare interface. At the top left is the AccuCare logo with the tagline 'EHR and Billing System'. In the top right corner, there is a circular icon with a double-headed arrow and the text 'switch to classic menu'. Below the logo, the interface is organized into four main sections: 'Main', 'Other Tools', 'Clinical', and 'Reports'. Each section contains several icons representing different functions like Client Intake, Billing, Scheduler, etc. A 'Log Out' button is located at the bottom right of the interface.

You can switch to old interface if by clicking on this Icon

New AccuCare interface

*Important Note for New Users: Always exit AccuCare by clicking on the Quit button below. NEVER exit via the X box in your browser window*



The screenshot shows the old AccuCare interface. At the top left is the AccuCare logo with the tagline 'Web-based Practice Management System'. Below the logo is a menu bar with 'File', 'Reports', 'Setup', 'ATR', and 'Help'. The main area is titled 'AccuCare Main Menu' and features a large blue curved arrow pointing clockwise, with various menu items placed along its path: Billing, Client Intake, Scheduler, Medication Management, Discharge Summary, Progress Note, Treatment Plans, Patient Placement, Screening/Supplements, and Assessments. A 'QUIT' button is located at the bottom right. In the top right corner, there is a circular icon with a double-headed arrow and the text 'switch to new menu'.

You can switch to new interface if by clicking on this Icon

Old AccuCare interface

**Congratulations. You have now successfully connected to your AccuCare web site**

**For additional questions, contact AccuCare Support at 800-324-7966 or email [support@orionhealthcare.com](mailto:support@orionhealthcare.com) and we will be happy to assist you!**