



Training Guide:

Introduction to the HIE Portal

Updated October, 2025

In this guide:

How to launch the HIE portal.

How to look up a patient on your panel.

How to find relevant clinical information, patient history and demographics.

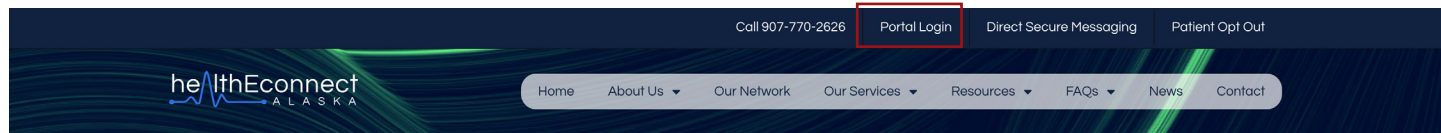
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Launching the HIE Portal

Web browser access

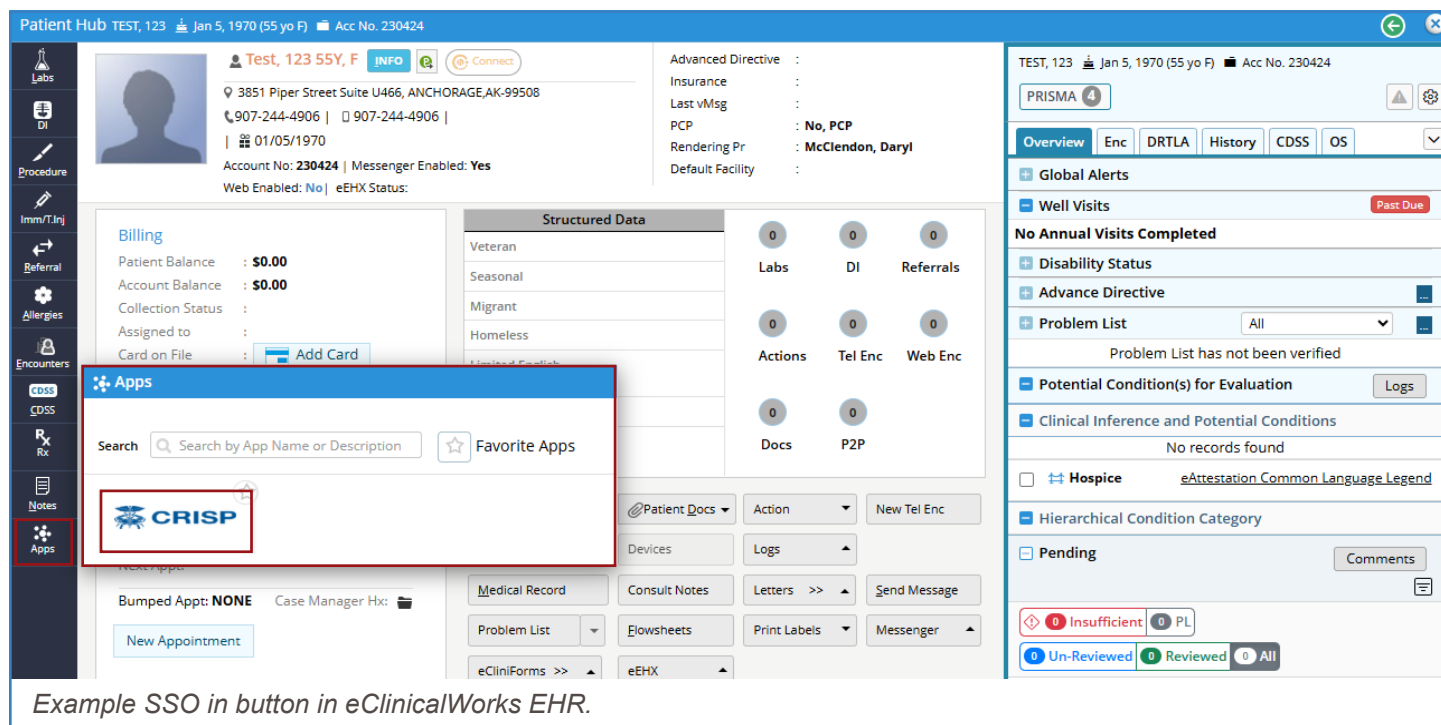
- Go to healthEconnectAK.org and select **Portal Login**.



Tip: Bookmark this URL for quick access in the future.

Single Sign-On (SSO) access

- If your organization uses Single Sign-On (SSO), you will access the HIE Portal directly through your organization's Electronic Medical Record (EMR) or Electronic Health Record (EHR) system.



Example SSO in button in eClinicalWorks EHR.

Looking up your patient panel

Note: Your dashboard options may differ from those shown in screenshots, depending on your user permissions.

Search for a patient

- Once you are logged into the portal, you can search for a patient using the minimum required criteria:
 - First Name
 - Last Name
 - Date of Birth
- Search entries are not case-sensitive, and dates can be entered without slashes.
- You may also use gender or Social Security Number to improve match accuracy.

healthEconnect ALASKA

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HOME Search Applications & Reports

This query portal is for authorized use only. By using this system, all users acknowledge notice of, and agree to comply with, HEC-AK's Participation Agreement ("PA") and HEC-AK Policies and Procedures. Click here to review the policies and procedure. HEC-AK uses a privacy monitoring tool to ensure all users are adherent to an approved policy or use case. By continuing to use this system you indicate your awareness of and consent to these terms and conditions of use.

Q Patient Search

First Name * Adam Last Name * Demosky

Date of Birth * 11/30/1990 Gender

SSN

Reset Search

Search Results

First Name	Last Name	Date of Birth	Gender	Address	Match Score
No records found					

Click to Expand / View Details

Select a patient

- Search results display from most likely to least likely matches.
- Each result includes a match score and grade:
 - Green: Certain
 - Yellow: Probable
 - Red: Possible
- Only patients matched using all search fields will display as **Certain**.
- Because many organizations do not collect Social Security numbers, **Certain** matches are uncommon.

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HOME Search Applications & Reports

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Q Patient Search

First Name * Anna
Last Name * Cadence
Date of Birth * 11/16/1981
SSN
Gender

Search Results

First Name	Last Name	Date of Birth	Gender	Address	Match Score
Anna	Cadence	11/16/1981	Female	1021 Main St, COLUMBIA, MD, 20743	117 - probable
Anna	Cadence	11/16/1981	Female	1021 Main St, COLUMBIA, MD, 21045	117 - probable
ANNA	CADENCE	11/16/1981	Female	123 EAST ST, BURLINGTON, CT, 06013	117 - probable

- After identifying your patient, select **Clinical Information**.

Q Patient Search

First Name * Adam
Last Name * Demosky
Date of Birth * 11/30/1990
SSN
Reset Search

Search Results

First Name	Last Name	Date of Birth	Gender	Address	Match Score
ADAM	DEMOSKY	11/30/1990	Male	351 FARMINGTON AVE, FARMINGTON, CT, 06105	117 - probable
adam	demsky	11/30/1990	Male	44 OCEAN DR, BURLINGTON, CT, 06013	117 - probable

Select App

- Clinical Information
- Consent Tool

Confirm access

- If the patient is not associated with your practice, a pop-up will request attestation.
- Click **Proceed** if accessing patient data for HIPAA-covered purposes.
- Click **Cancel** to return to the home screen.
- If you proceed, select the reason for accessing the patient's HIE chart.

Attest to Relationship

This patient is not currently linked to a active or existing relationship at your organization. As a reminder, HEC-AK prohibits access to patient records where there is no active relationship. All access to patient records are monitored. Do you wish to continue?

PROCEED CANCEL

Please select a reason

Reason:

☐ New patient ☒ Treatment ☐ Care coordination ☐ Quality improvement ☐ Public health

SUBMIT

Note: The available options align with approved HIE use under Alaska statute.

Locating Relevant Patient Information

Once you’ve opened your patient’s chart, the default landing page is the Health Records tab.

Please note:

- Facilities within the HIE network submit data in various formats, which affects where information appears in a patient’s profile.
- Not all clinical data appears under Health Records.
- Eg: some facilities submit Continuity of Care Documents (CCDs), including progress notes, encounter summaries, and care plans. These appear under the Structured Documents tab.
- To ensure you’re viewing the complete record, explore all tabs in the patient’s profile.

Health Records Tab

Viewing and sorting records

- Health records can be sorted by category (*Laboratory, Radiology, and Clinical Notes*)
- Click any tab to view the corresponding data.

HIE InContext

ANNA CADENCE
Female | Nov 16, 1981

12

HEALTH RECORDSENCOUNTERSPROBLEMSSTRUCTURED DOCUMENTSIMMUNIZATIONSALLERGIESVITALS

ALLLABORATORYRADIOLOGYCLINICAL NOTES

Health Records

Date Collected (AKT) ↓	Source	Category	Description	Provider
2025-03-18	St. Agnes Hospital	Laboratory	AFB STAIN SPUTUM	ABBOODHAY HAYDER ABBOOD
2025-03-18	St. Agnes Hospital	Laboratory	AFB SPUTUM	ABBOODHAY HAYDER ABBOOD
2024-08-27	CT_THSMH	Laboratory	Blood group antibodies SerPI	1780020073 KRISHNA SURY

- Select an item to expand and view more details.

HIE InContext

ADAM DEMOSKY
Male | Nov 30, 1990

ADAM DEMOSKY | Male | Nov 30, 1990

DownloadClose

1 of 3

Hospital Progress Note

Source: CSS_DEMO

Provider: 1735129353 HUBERT FARNSWORTH

Date Collected: 2023-09-14 (AKT)

2023-09-14

Hospital Progress Note

Patient Name:
Adam Demosky

Age:
33

Gender:
Male

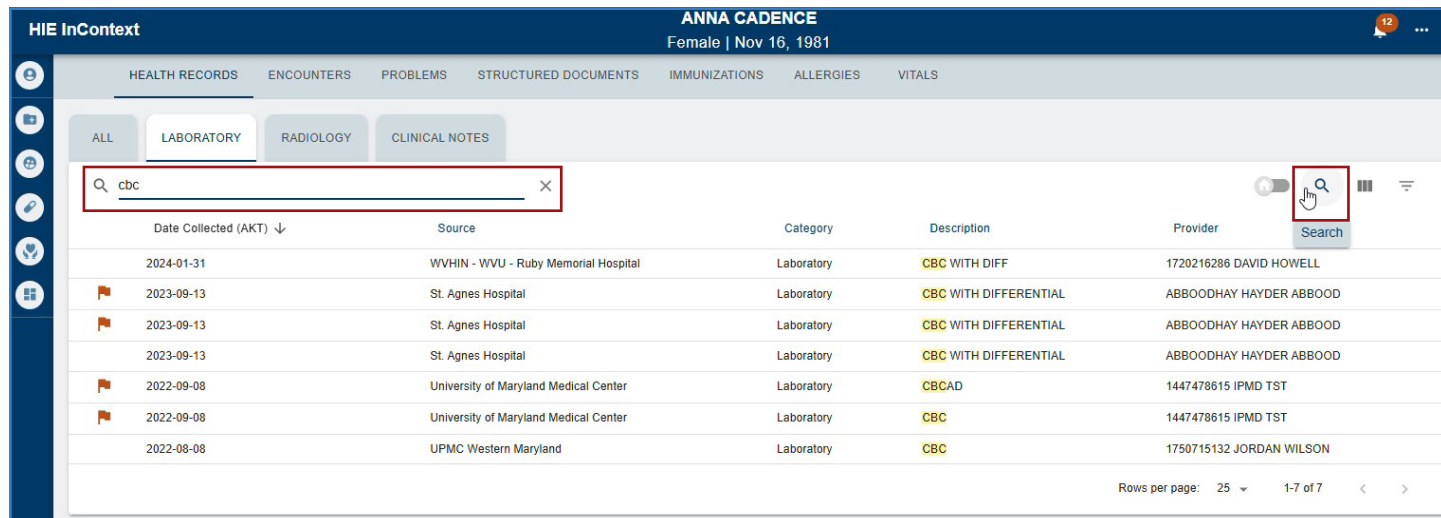
Date of Admission:
9/13/2023

Diagnosis:
Pneumonia

Clinical Presentation:
Mr. Demosky presented to the hospital with a history of progressive cough, shortness of breath, and fever. Chest X-ray confirmed the

Searching and filtering

- Use the magnifying glass icon to search by:
 - Facility name
 - Physician name
 - Test name



HIE InContext ANNA CADENCE
Female | Nov 16, 1981

HEALTH RECORDS ENCOUNTERS PROBLEMS STRUCTURED DOCUMENTS IMMUNIZATIONS ALLERGIES VITALS

ALL LABORATORY RADIOLOGY CLINICAL NOTES

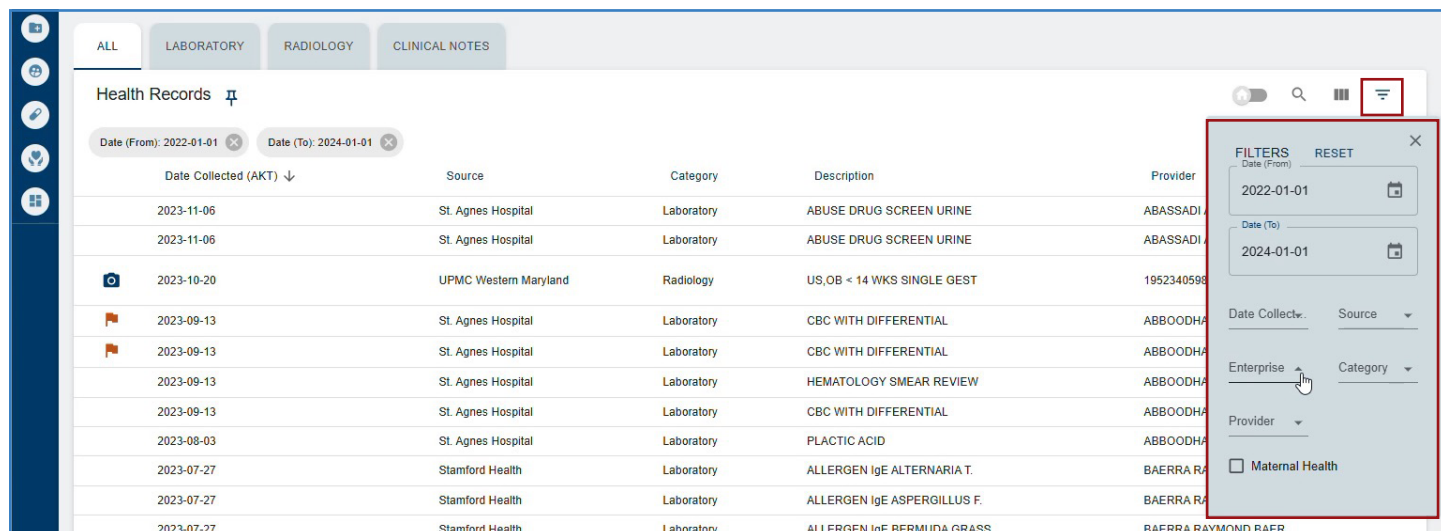
Q cbc X

Search

Date Collected (AKT) ↓	Source	Category	Description	Provider
2024-01-31	WVHIN - WVU - Ruby Memorial Hospital	Laboratory	CBC WITH DIFF	1720216286 DAVID HOWELL
2023-09-13	St. Agnes Hospital	Laboratory	CBC WITH DIFFERENTIAL	ABBOODHAY HAYDER ABBOOD
2023-09-13	St. Agnes Hospital	Laboratory	CBC WITH DIFFERENTIAL	ABBOODHAY HAYDER ABBOOD
2023-09-13	St. Agnes Hospital	Laboratory	CBC WITH DIFFERENTIAL	ABBOODHAY HAYDER ABBOOD
2022-09-08	University of Maryland Medical Center	Laboratory	CBCAD	1447478615 IPMD TST
2022-09-08	University of Maryland Medical Center	Laboratory	CBC	1447478615 IPMD TST
2022-08-08	UPMC Western Maryland	Laboratory	CBC	1750715132 JORDAN WILSON

Rows per page: 25 1-7 of 7

- You can apply filters, such as date range or facility, to narrow results.



HIE InContext ANNA CADENCE
Female | Nov 16, 1981

HEALTH RECORDS ENCOUNTERS PROBLEMS STRUCTURED DOCUMENTS IMMUNIZATIONS ALLERGIES VITALS

ALL LABORATORY RADIOLOGY CLINICAL NOTES

Health Records

Date (From): 2022-01-01 Date (To): 2024-01-01

Filters

RESET

Date (From): 2022-01-01

Date (To): 2024-01-01

Date Collectv. Source

Enterprise Category

Provider

☐ Maternal Health

Date Collected (AKT) ↓	Source	Category	Description	Provider
2023-11-06	St. Agnes Hospital	Laboratory	ABUSE DRUG SCREEN URINE	ABASSADI
2023-11-06	St. Agnes Hospital	Laboratory	ABUSE DRUG SCREEN URINE	ABASSADI
2023-10-20	UPMC Western Maryland	Radiology	US,OB < 14 WKS SINGLE GEST	1952340598
2023-09-13	St. Agnes Hospital	Laboratory	CBC WITH DIFFERENTIAL	ABBOODHA
2023-09-13	St. Agnes Hospital	Laboratory	CBC WITH DIFFERENTIAL	ABBOODHA
2023-09-13	St. Agnes Hospital	Laboratory	HEMATOLOGY SMEAR REVIEW	ABBOODHA
2023-09-13	St. Agnes Hospital	Laboratory	CBC WITH DIFFERENTIAL	ABBOODHA
2023-08-03	St. Agnes Hospital	Laboratory	PLACTIC ACID	ABBOODHA
2023-07-27	Stamford Health	Laboratory	ALLERGEN IgE ALTERNARIA T.	BAERRA RA
2023-07-27	Stamford Health	Laboratory	ALLERGEN IgE ASPERGILLUS F.	BAERRA RA
2023-07-27	Stamford Health	Laboratory	ALLERGEN IgE BERMUDA GRASS	BAERRA RAYMOND BAER

- All full clinical notes and test results in this section can be downloaded or printed as PDFs.

HIE InContext

ANNA CADENCE

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HEALTH RECORDS

ALL

LABORATORY

Health Records

Date Collected (AKT)

2025-03-18

2025-03-18

2024-08-27

2024-01-31

2024-01-31

2024-01-31

2023-11-06

2023-11-06

2023-09-13

2023-09-13

2023-09-13

2023-09-13

2023-08-03

2023-07-27

2023-07-27

2023-07-27

ANNA CADENCE | Female | Nov 16, 1981

CBC WITH DIFF

Source: WVHIN - WVU - Ruby Memorial Hospital

Provider: 1720216286 DAVID HOWELL

Date Collected: 2024-01-31 (AKT)

Download PDF

Notes

Observations

Reported (AKT)	Name	Result	Range	Status
2024-01-31 05:58	Neutrophils/100 leukocytes	74.8 %		final
2024-01-31 05:58	Basophils/100 leukocytes	0.9 %		final
2024-01-31 05:58	Erythrocyte mean corpuscular hemoglobin concentration	33.7 g/dL	31.0 - 35.5	final
2024-01-31 05:58	Erythrocyte mean corpuscular hemoglobin	30.7 pg	26.0 - 32.0	final
2024-01-31 05:58	RDW-CV AUTOMATED	14.1 %	11.5 - 15.5	final
2024-01-31 05:58	Lymphocytes	1.15 x10 ⁹ /uL	1.0 - 4.8	final
> 2024-01-31 05:58	IMMATURE GRANULOCYTE %	0.5 %	0.0 - 1.0	final
2024-01-31 05:58	IMMATURE GRANULOCYTE #	<0.1 x10 ⁹ /uL	<0.1	final
2024-01-31 05:58	Neutrophils	6.48 x10 ⁹ /uL	1.5 - 7.7	final

Provider

BOODHAY HAYDER ABOOD

BOODHAY HAYDER ABOOD

0020073 KRISHNA SURY

0216286 DAVID HOWELL

0216286 DAVID HOWELL

0216286 DAVID HOWELL

ASSADI ADJAT ABASS

ASSADI ADJAT ABASS

BOODHAY HAYDER ABOOD

BOODHAY HAYDER ABOOD

BOODHAY HAYDER ABOOD

BOODHAY HAYDER ABOOD

BOODHAY HAYDER ABOOD

ERRA RAYMOND BAER

ERRA RAYMOND BAER

ERRA RAYMOND BAER

- Important *alerts*, such as overdose notifications, can be found by clicking the alarm bell icon.

ANNA CADENCE

Female | Nov 16, 1981

12

PROBLEMS

STRUCTURED DOCUMENTS

IMMUNIZATIONS

ALLERGIES

VITALS

CLINICAL NOTES

Source

Category

Description

Provider

Structured Documents Tab

- Data from facilities that submit data as CCDAs, including progress notes, encounter summaries, and core plans can be found in the **Structured Documents tab**.
- Some facilities contribute data directly to the HIE, while others share through national networks.
- Data from direct connections (most Alaska facilities) appears in the **HIE tab**.
- Data from national networks appears under the **National Networks section**. Loading times may vary due to the size of the national database.

Date	Source	Title	Type	Size (KB)
2024-06-04	UConn Health TST	Summary of Care	Summarization of Episode Note	—
2024-05-24	Medstar Health	Discharge Summary	Discharge Summary	—

- All data in **Structured Documents** is indexed with hyperlinks for quick navigation to relevant sections.

HIE InContext

HEALTH RECORDS

ALL 4 HIE 4

HIE Structured Documents

Date ↓

2024-05-28

2023-09-14

2023-09-14

2023-09-14

ADAM DEMOSKY

Summary of Care

Race	White
Ethnicity	Not Hispanic or Latino
Language Communication	eng, preferred: yes
Contact Details	Home Primary: 351 Farmington Ave HARTFORD FARMINGTON, CT 06105 USA Period from May 24, 2023 to
Encounter	ID: INT385240 (1.2.840.114350.1.13.489.3.7.3.698084.8), Type: Inpatient Encounter - Hospital Encounter translation: 6 (1.2.840.114350.1.72.1.30.1) Date/Time: September 14, 2023 07:26:54AM -0400 - 11:59PM -0400
Documentation Of	Care provision, Date/Time: September 14, 2023 07:26:54AM -0400 - 11:59PM -0400, Performer: Legal: Hubert R FARNSWORTH MD
Author	Epic - Version 10.4, Organization: CSS_DEMO, Authored On: September 14, 2023, 9:05:23PM -0400

Table of Contents

- Reason for Visit
- Encounter Details
- Allergies
- Medications
- Active Problems
- Social History
- Plan & Treatment
- Visit Diagnoses
- Insurance
- Vital Signs
- Immunizations
- Care Teams

Encounters Tab

- The **Encounters tab** provides a chronological list of patient visits.
- You can sort encounters by **hospital** or **outpatient** setting.

Date	Source	Location	Patient Class	Diagnosis	Discharge Disposition
2025-05-08	Greater Baltimore Medical Associates	FAMCAREASSOCS	Ambulatory	—	—
2025-01-28	UM Urgent Care - Main	9595189401010	Ambulatory	—	—
2024-11-25	University of Maryland Medical System	518893055	Ambulatory	—	—
2024-02-					

- Use search to find visits by keyword or date.

The screenshot shows the InContext patient record for Anna Cadence, Female, born Nov 16, 1981. The 'ENCOUNTERS' tab is selected. A search bar at the top left contains the text 'western'. Below the search bar is a table of encounters with columns: Date, Source, Location, Patient Class, Diagnosis, and a final column for counts. The table lists four encounters from 2023-10-10 to 2023-06-26, all from UPMC - Western Maryland. A button 'Click to Hide My Organization's Data' is visible on the right. At the bottom right, it says 'Rows per page: 25' and '1-4 of 4'.

Date	Source	Location	Patient Class	Diagnosis	
2023-10-10	UPMC - Western Maryland	WAC	Ambulatory	—	—
2023-10-10	UPMC - Western Maryland	7NORTH-A	Inpatient	—	—
2023-09-20	UPMC - Western Maryland	7NORTH-A	Inpatient	—	1
2023-06-26	UPMC - Western Maryland	7NORTH-B	Inpatient	—	1

- Customize this view by selecting which columns to display.

The screenshot shows the InContext patient record for Anna Cadence, Female, born Nov 16, 1981. The 'ENCOUNTERS' tab is selected. A 'Show Columns' dialog box is open on the right, allowing customization of the view. The dialog box has a list of columns with checkboxes: Date, Source, Location, Patient Class, Diagnosis, and Discharge Disposition. All columns are checked. The background table shows encounters from 2025-05-08 to 2023-10-10.

Date	Source	Location	Patient Class	Diagnosis	
2025-05-08	Greater Baltimore Medical Associates	FAMCAREASSOCS	Ambulatory	—	
2025-01-28	UM Urgent Care - Main	9595189401010	Ambulatory	—	
2024-11-25	University of Maryland Medical System	518893055	Ambulatory	—	
2024-02-29	UConn Health	FMGNDERMATOLOGY	Ambulatory	—	
2023-10-10	UPMC - Western Maryland	WAC	Ambulatory	—	

Additional patient record tabs

Additional parsed data from CCDs may appear under other tabs, including:

- Active Problems
- Immunizations
- Allergies
- Vitals

The screenshot shows the InContext patient record for Anna Cadence, Female, born Nov 16, 1981. The 'PROBLEMS' tab is selected. The table below shows encounters from 2025-05-08 to 2024-02-29, with columns: Date, Source, Location, Patient Class, Diagnosis, and Discharge Disposition.

Date	Source	Location	Patient Class	Diagnosis	Discharge Disposition
2025-05-08	Greater Baltimore Medical Associates	FAMCAREASSOCS	Ambulatory	—	—
2025-01-28	UM Urgent Care - Main	9595189401010	Ambulatory	—	—
2024-11-25	University of Maryland Medical System	518893055	Ambulatory	—	—
2024-02-29	UConn Health	FMGNDERMATOLOGY	Ambulatory	—	—

Patient Navigation Panel

Use the buttons on the left side of the patient record to navigate specific record types and portal features.

- **Patient Information:** Demographics and next-of-kin details.
- **Clinical Data:** Returns to the Clinical Data section.
- **My Patient Summary:** Customize your default view and landing page. See healthEconnect Alaska's Resource Library for setup instructions.
- **Social Needs Data:** Z-code data on social determinants of health (e.g., housing, food, transportation).
- **Medication Management:** Available prescription data.
- **Care Coordination:** Lists other members of the patient's care team.

Date Collected (AKT) ↓	Source	Category	Description
2025-07-12	Maternal Opioid Misuse Care Plan	Clinical Notes	MOM Care Plan Substantiv
2025-03-12	Shady Grove Adventist Hospital	Clinical Notes	History and Physical
2024-10-25	Maternal Opioid Misuse Care Plan	Clinical Notes	MOM Care Plan Substantiv
2024-10-25	Maternal Opioid Misuse Care Plan	Clinical Notes	MOM Care Plan Follow Up

Reports & Applications Menu

- This menu provides access to additional applications.
- All features previously reviewed in this guide are located within the **Clinical Information** application.
- Additional reports and applications available from this menu include:
 - **PMP:** Opens the **Alaska Prescription Drug Monitoring Database** (available only to licensed prescribers).
 - **Consent Tool:** Allows a treating provider to assist a patient in opting in to share sensitive data. The consent form is completed with the patient at the point of care.

Consent Status: Opted to Disclose All SUD Treatment Data, Expiration Date: Does Not Expire

Patient Consent to Disclose Substance Use Disorder and Mental Health Treatment Information

Patient Details

Name	GILBERT GRAPE
(First/Middle/Last)	
Date of Birth	01/01/1984
(mm/dd/yyyy)	
Address	4145 Earl C Adkins Dr
City	RIVER