



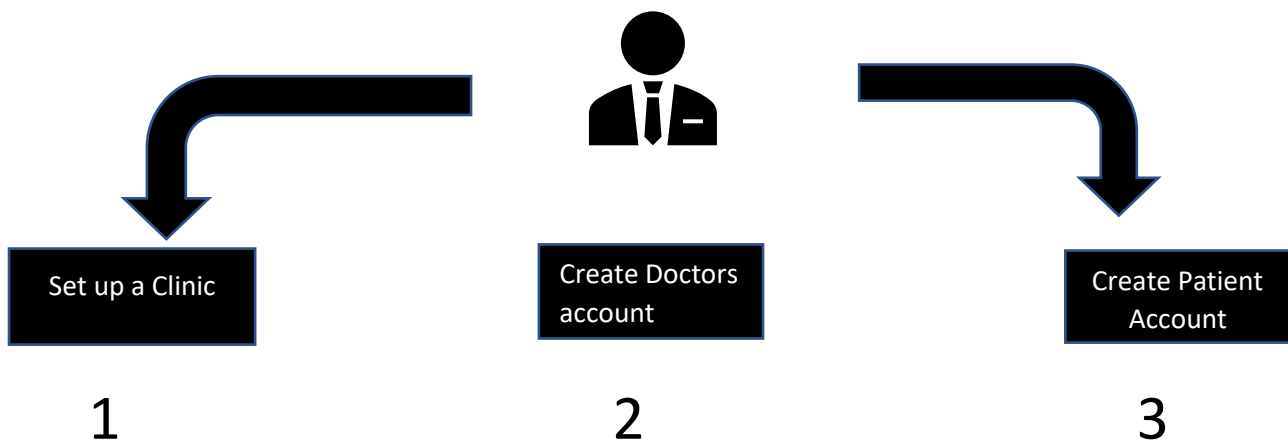
How to setup and use OKDOK for video consultation

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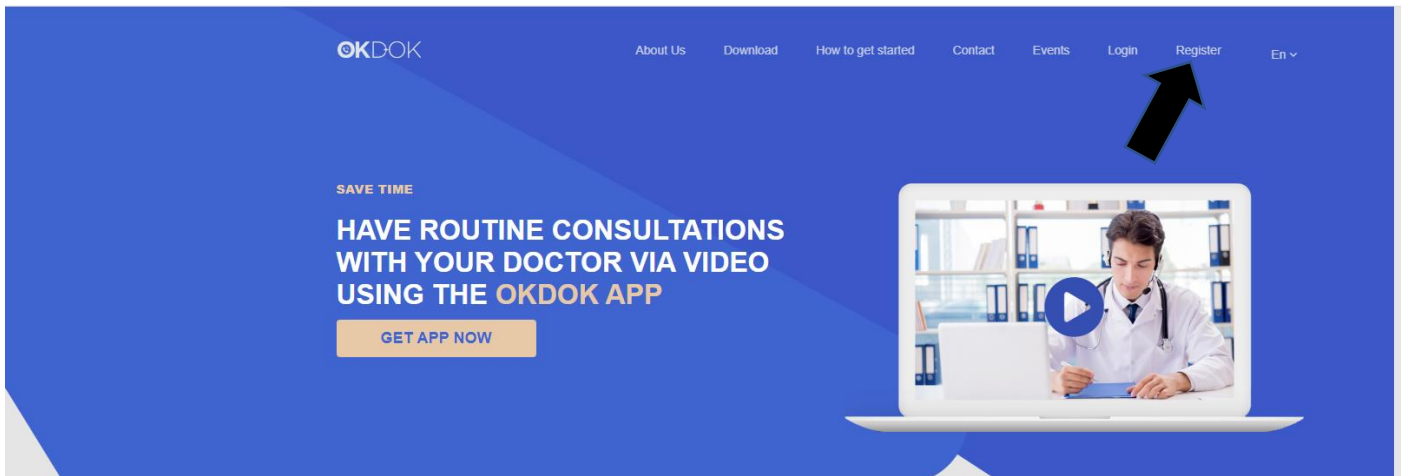
1. Setting up your OKDOK for video consultation

This action is done by an IT administrator, secretary or anyone else who deals with your clinics/hospital appointment management system. See below steps on how to do this



Set up a Clinic

Navigate to our website www.okdok.co

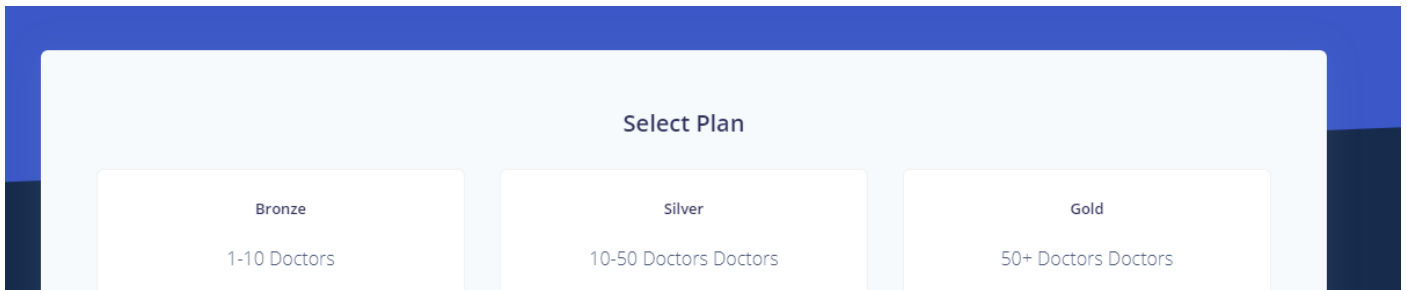


Login or Register for a new clinic

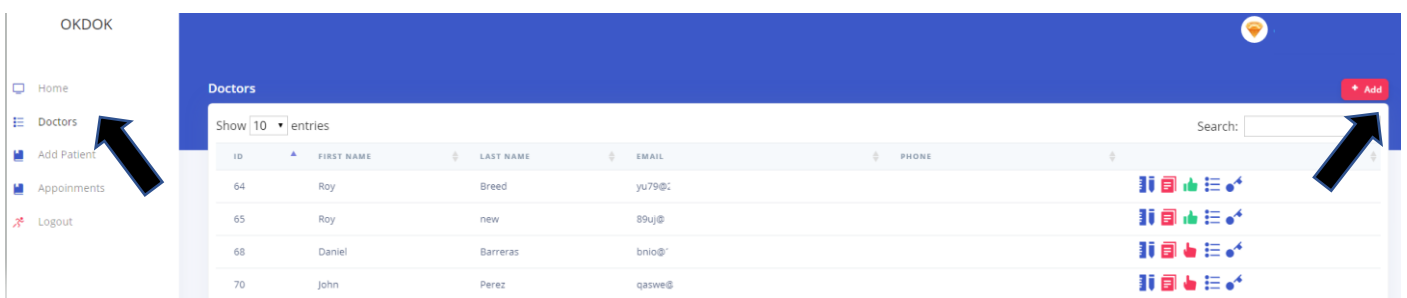
Register an Institution
New institution registration

Institution Details

Select your plan and a licence fee



Login back to your administrator's home page and add your doctors to the team



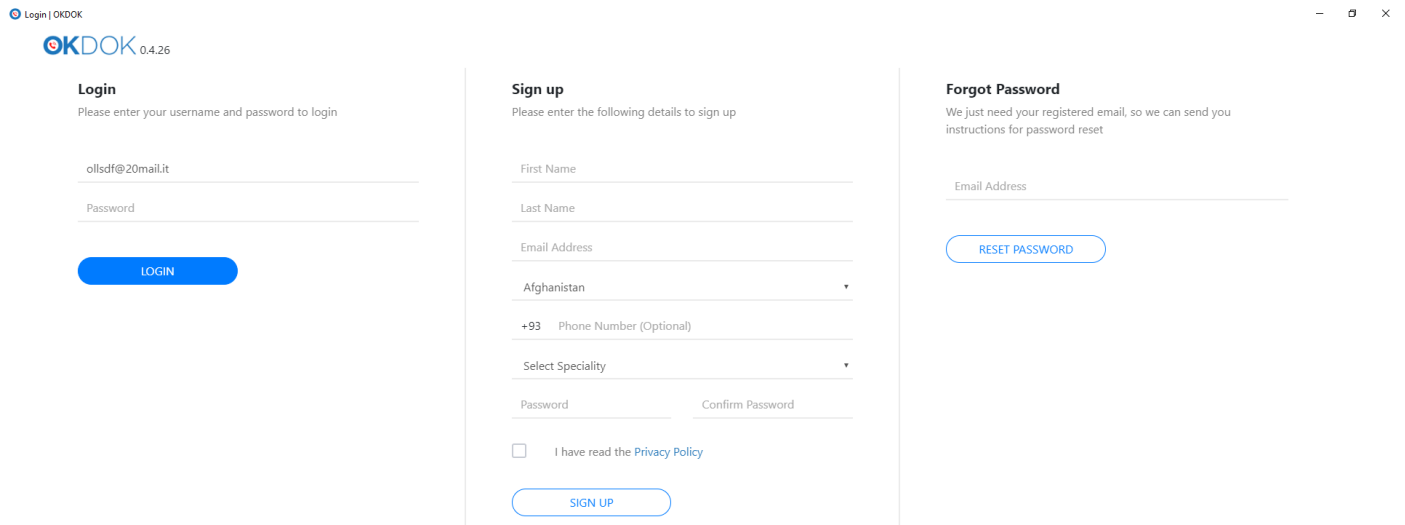
In the same way create patients account if you know the patient details. If patients detail not available at the time of set up, they can set up themselves later. See section 3 "How Patient Use OKDOK"

2. How Doctors use OKDOK for consultation

Download doctors desktop application from our website www.okdok.co

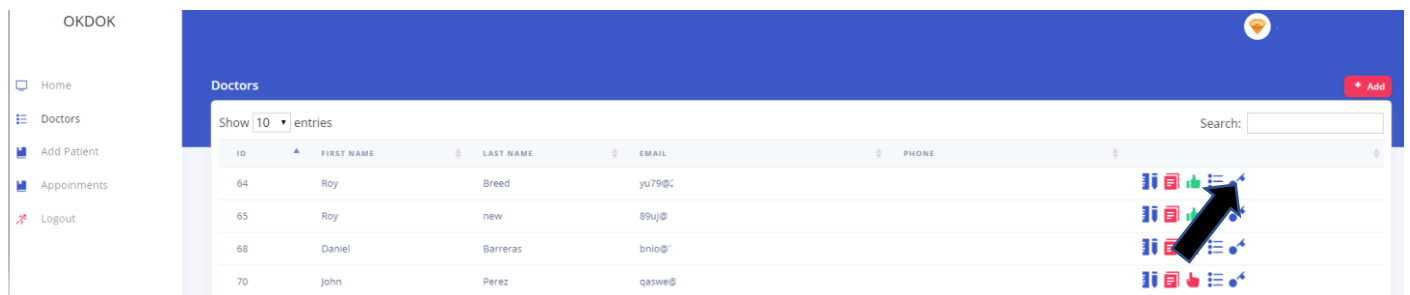


Install the application in a desktop computer or a laptop computer



Login to the desktop application using username and password received by email. An email is sent to doctor when administrator create one. The email contains username and a temporary password. Once logged in change the temporary password

Set up Licence for the desktop application. The licence option is available in the admin panel once the doctor installs the software and logged in



Click the license key and add a future licence expiry date. This will enable licence for the desktop application. This licence is locked to the computer. If the doctor change computer, assigns a new license. The licence is to prevent mis-use and secure patient data

Refresh the screen after the administrator enable licence

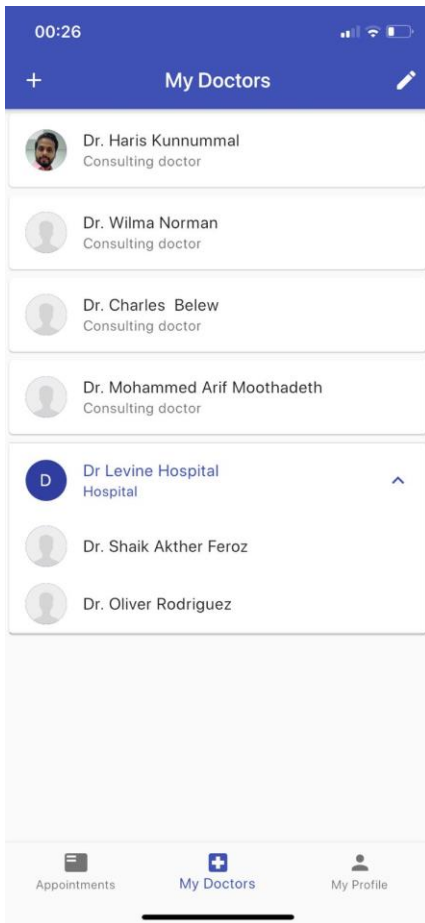
1	The doctors code is displayed here, which should be given to the patient to create appointment. This is unique
2	Patient Name, contact number and address
3	Date of appointment
4	Description of illness
5	Summary of appointment
6	Calendar view of appointment
7	Video call button
8	Doctors click this button to indicate that consultation is completed
9	This is a redundant failsafe feature to activate in case internet based video call does not work
10	Option for doctor to propose a new appointment time
11	Summary of conversation the Maggie made with patient
12	Option for doctor to add free/busy time for online consultation
13	Patient uploaded document, these are end to end encrypted

3. How Patients use OKDOK

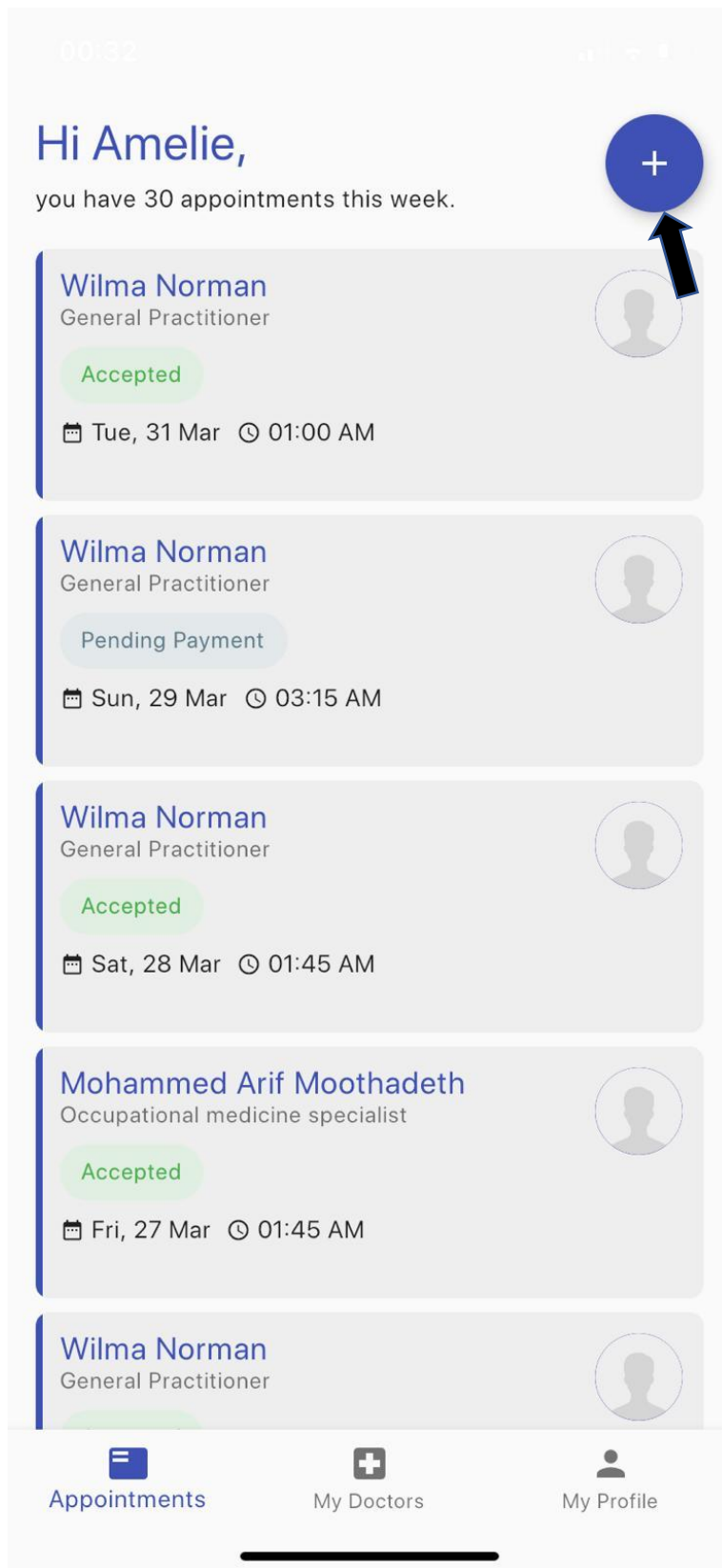
If patient details are available administrator create an account for each patient, this will generate an email to the patient with a username and temporary password and a link from the Apple Appstore and google play store

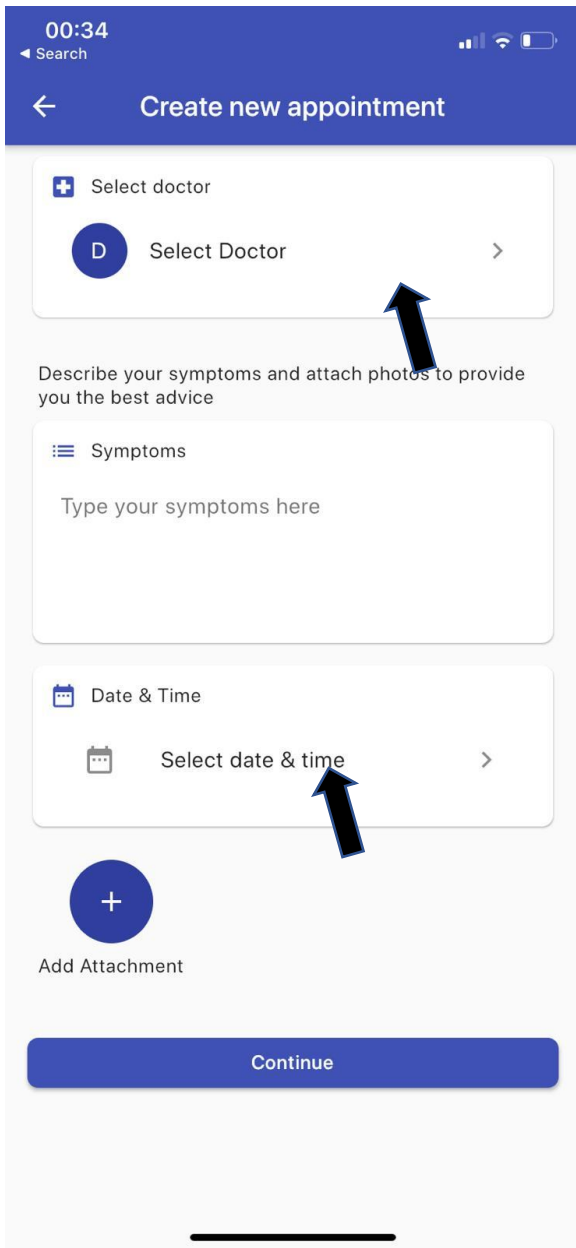
ID	FIRST NAME	LAST NAME	EMAIL	PHONE
64	Roy	Breed	yu79@	
65	Roy	new	89uj@	
68	Daniel	Barreras	bnio@	
70	John	Perez	qaswe@	

Once logged in they will see your doctors name in the patient application



Patients create an appointment from the home screen



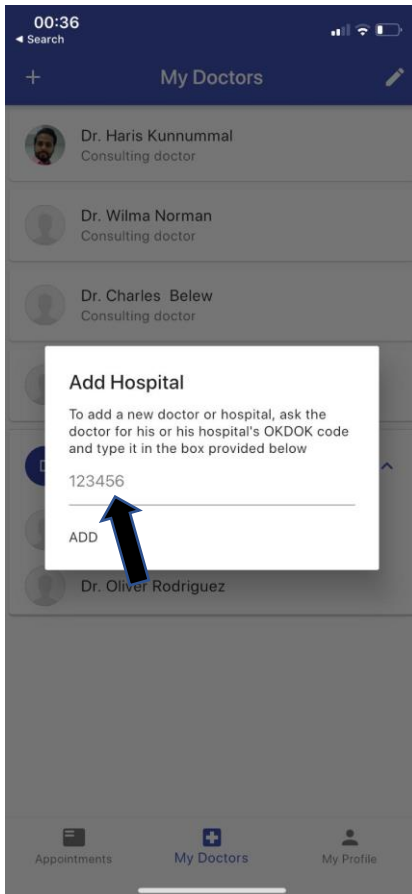


If patient details (Email, name and phone number) not available, ask patients to download app from the following two locations and signup

<https://play.google.com/store/apps/details?id=com.doctoros.patientsapp>

<https://itunes.apple.com/gb/app/okdok/id1433887393?mt=8>

Once logged in patients can add your clinic and doctors to the app



4. Payment setup for appointment

OKDOK have inbuilt payment system in case you wanted to make the payment through the OKDOK platform

Setup your consultation fee at the administration site

The screenshot shows a web interface for managing doctor profiles. On the left is a sidebar with navigation links: Home, Doctors, Add Patient, Appointments, and Logout. The main content area is a form titled 'About Doctor' with the following sections:

- Specialityname:** A dropdown menu currently showing 'General Practitioner'.
- Medicalregistration:** A text input field containing 'fger'.
- About Doctor:** A large text area containing the text 'wer'.
- Consultation Details:** A section containing several input fields:
 - Bank Account Number:** A text input field.
 - Bank Code:** A text input field.
 - Bank Name:** A text input field.
 - Bank Address:** A text input field.
 - Currency Code:** A dropdown menu currently showing 'GBP'.
 - Consulting Fee:** A text input field. A black arrow points to this field.
 - Slot Duration:** A text input field.

At the bottom of the form is a blue button labeled 'Update Doctor'.

From admin home page select edit doctor and add consultation fee. The OKDOK can also be setup with no consultation fee. If a consultation fee is set up OKDOK charges patient an additional transaction charge on top of the consultation fee