



Important Message to all Incoming RIC Students

The Rhode Island Department of Health **requires** all full-time students (undergraduate or graduate) to provide an updated immunization record prior to start of classes.

RIC Student Health Services has a new, secure "Patient Portal" through our Electronic Health Record (EHR) called Mediat, which allows you to update and print out your immunization record, complete medical history forms, upload personal and insurance information, submit copies of physical exams from your primary care provider and update emergency contact information. You are also able to receive secure messages from Student Health Services staff.

The portal can be accessed by a link found on the bottom, right side of the My RIC homepage. First-time users must register with a username (no email addresses) and password. **You must be registered for classes to access the portal.**

After registering for the portal:

1. Enter your immunization dates and click "Submit" at the bottom of the page.
2. Upload a **verified** immunization record. (The record must be an official vaccine document or signed by a health care professional.) Take a picture of your record with your smartphone or scan to your computer to upload. You may also fax or mail the document to Health Services. The staff of Health Services will verify your record within the next one to two business days.
3. Complete personal information with emergency contact numbers, health insurance information and a TB (tuberculosis) assessment.

If you plan to live in the residence halls or to participate in a sport, you will need to upload a copy of your last physical exam. Sample forms can be found on the portal but your provider may use their own forms.

Immunization information should be available from your primary care provider, pediatrician, previous high school or college. If you are unable to access your record or have any difficulty using the portal, **please call our office during business hours so we can assist you. Immunization information is due no later than Friday, July 15.**

Thank you.

RIC Student Health Services
Browne Hall