

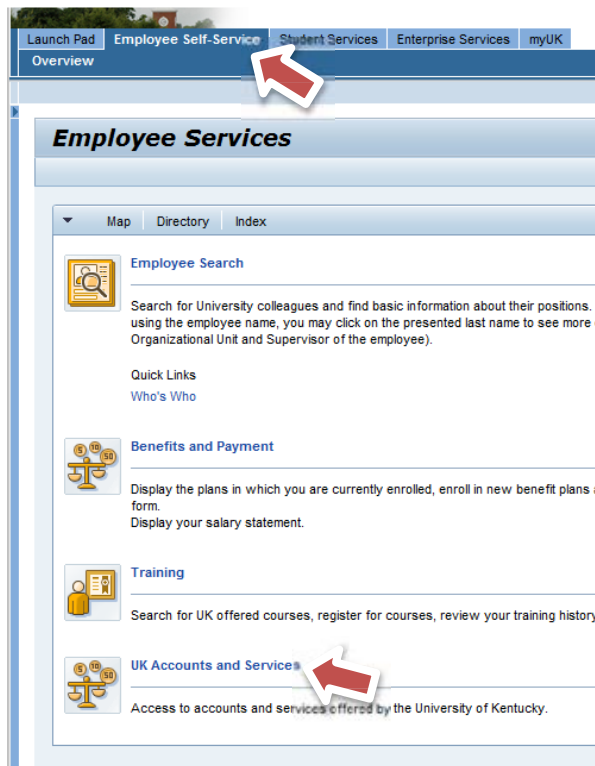
**UK HealthCare Employee Health
Fast Track TB Blood Test for Compliance
Online access instructions (PP)**

If you have completed all your requirements for Hepatitis B, MMR, Tdap and Varicella, you are eligible to use online scheduling to schedule a Fast Track Blood draw appointment for your annual TB testing. If you are eligible, you should have received an email with these same instructions. This is only for UK HealthCare Employees. If you are a health science student, you must use the Student Clinic directions.


1. Access myUK by going to <https://myuk.uky.edu> and logging in using your LinkBlue ID



2. Click on the **Employee Self-Service** Tab and then the **UK Accounts and Services** link at the bottom




3. Click on the **myUK Health Service** link at the bottom of the menu



UK Information

[Annual Safety & Security and Fire Reports](#)
View the Annual Campus Safety and Security Report

[Daily Crime log](#)
View the daily log of all UKPD's activities.

[myUK Health Service](#) 

Allows employees to receive secure messages from the care pro

4. Click on Appointment or Appt:

Home
Appt
Immune ▾
Ins
Forms
Msgs
Edu
Stmts
Log Out

5. Place a check mark in Employee Health (Employee ONLY)- and hit Submit:



Employee Health (Employee ONLY)- TB blood test- birth month- fast track (You must meet certain requirements. Appt MUST be done within your birth month. Only eligible for this appointment.)

6. Using the drop down arrows, select the reason “Fast Track Blood Draw...” and provider “All”, then hit submit.

Search for next available appointments

Clinic:
Employee Health (EMPLOYEES ONLY--NO STUDENT)

Reason:
FAST TRACK BLOOD DRAW For Annual TB Screen- UK Employees ONLY

Provider:
All

Submit

7. View the special instructions related to your appointment you have selected, then hit OK.

8. The available appointments will show at the bottom of the screen. Hit select when you find one that works for you. You can click on the calendar dates to look at different date options. If nothing meets your needs, call 859 323 2778 to speak with a personal scheduler. Remember to schedule during your birth month!

9. Once you have selected an appointment, you will see the message below at the bottom of your screen. Click on “forms” to complete the mandatory TB Risk Assessment and Consent to treat forms.

Appointment Saved. Please complete these **forms** before your appointment.

Once you have successfully completed the necessary forms, you will see the following message:

Forms for your appointment on 07/14/2015 at 7:45 AM.

Consent to Treatment (SCI and PP)

EH TB Risk Assessment Online Completed on 6/15/2015

10. You will receive an email confirmation for your appointment after you have selected the appointment.

To CANCEL An Appointment:

1. Click "Home" link on the top tab bar
2. Scroll to bottom of screen and find the appointment you wish to cancel
3. Hit the CANCEL button

You will receive an email appointment cancellation confirmation.