

## IODINE SET UP AND USAGE GUIDE

Everything you need to know to access, load and use **Iodine** on your mobile device for secure texting.

### SET UP

From an Apple device (iPhone, iPad, iPod Touch) or Android phone or tablet, search for **Iodine** in the App Store or Google Play. Download and open.



- The keyword page appears. Enter **CONE** in the space provided, then tap **save**.

- The **Iodine** log-in page appears. Enter your Cone Health user name and password.

If you are denied access, your password may have expired. You cannot change your Cone password in Iodine

**Call Cone Health IT Service Desk at 336-832-LINK (5465) or 336-832-7242 for further assistance.**

### CREATE A PIN FOR FASTER ACCESS

The first time you log in to **Iodine** from a mobile device, you are prompted to create a **PIN**. This four-digit number allows a log in to **Iodine** without typing your user name and password every time.

### IODINE MENU

- Right-swipe (or tap the menu icon) to open the Iodine menu.

### Menu for THN Members

**Messages** – Send and receive messages here

**Hospital Directory** – List of other Cone Health and THN providers with access to Iodine

**Settings** – See later in this document

**Sign Out** – Sign out of Iodine

**App Info** – Basic user support

## SECURE TEXTING – NEW MESSAGES

- Under the main menu, select **Messages**.
- Choose the symbol with a pencil in the top right corner to start a new conversation.
- In the **New Message** screen, choose your recipient at the **To** field **+** sign. Choose from among the list of Cone Health and THN providers with access.
- In the **About** field, select the patient you are referring to (choose the **person** icon) or type a subject by selecting the **+** . **(Optional)** Patients that can be selected are current inpatients, current OR or ED patients and patients recently discharged. If ambulatory patients are referred to, simply type in their names.
- Enter text in the line titled **Secure Message**.
- You may also send a photo using the mobile camera by selecting the **+** sign beside the line labeled **Secure Message**. **Photos will NOT be stored on your phone**
- Once done, select **Send** to transmit the message.

## SECURE TEXTING – RESPOND TO MESSAGES

- You can respond to messages by tapping on an existing message. Right swipe on a message to remove it.
- Enter your response message and **Send**.

## SECURE TEXTING – MESSAGE NOTIFICATION

Your phone app icon for **Iodine** will alert you to the text messages waiting.

Once you enter your **PIN** from the app icon, click on the menu button to access your list of messages.

## SETTINGS

From the main menu, choose the **Settings** option.

Adjust your settings

- **Are you Off-Call?** – Feature not applicable for secure texting
- **Select Notification Methods** – Set **Push Notification** to **Yes**. If using Iodine from the

Web portal, or if an email alert is also desired, set **Email** to **Yes** also. Set **SMS** to **No**.

- **View Required Alerts** – Special alerts can be created. (Must be set up by an administrator. For assistance, call Cone Health IT Service Desk - ticket directed to Deb Shealy – Clinical Intelligence)
- **View and Select Opt-in Alerts** – To be activated in future.
- **Change PIN Settings** – Update/change your **PIN** here.
- **Enable Auto correction** – Turns autocorrect on and off.