



Online Health & Wellness Appointment Scheduling

pickAtime's online appointment scheduling program simplifies the entire process of Health & Wellness Appointment Scheduling.

pickAtime's Health & Wellness online scheduling system allows medical and health care providers to easily take appointments for flu shot vaccinations, blood donations, health screening exams and other health and wellness related programs.

Save time with our simple system Eliminate pen and paper scheduling

Benefits of Health & Wellness Appointment System

- Reduces the time involved in scheduling events
- Eliminates the need for pen and paper scheduling
- Provides the ability to monitor appointment registration in real-time and make immediate changes to the schedule
- Sends email reminders prior to the scheduled appointment
- Able to accept credit card payments online

"PickAtime has become a major selling point for our organization. Our customers love the functionality and ease of use."

David Grieff
Vice President of Sales,
FluBusters

HOW IT WORKS

1 ADMINISTRATORS

- Create an online account with pickAtime
- Use pickAtime's online manager set up schedules
- Direct customers to the online scheduling page

2 YOUR CUSTOMERS

- Login at their convenience via desktop or mobile to view available time slots and sign-up in minutes

pickAtime

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Demo our Health & Wellness Appointment Scheduler at
www.pickatime.com or Call 888.250.1945



Online Health & Wellness Appointment Scheduling

FULL FEATURE LIST

Front End

- ✓ Customizable Login Page, with the ability to add custom text, custom logos, and links to consent forms, etc.
- ✓ The scheduling site can be used as a stand-alone or as a link from the client's website
- ✓ Available slots can be displayed in table, text or list format
- ✓ Provides customers with printable appointment schedules
- ✓ Allows customers to receive Outlook or Google calendar invitations they can add to their online calendar
- ✓ Allows customers to cancel and reschedule appointments
- ✓ Allows customers to edit their contact information and change their password
- ✓ 24/7 access to the online scheduler
- ✓ Will not display other scheduled appointments to customer
- ✓ Provides ability to collect customer and/or appointment specific information upon registration or appointment scheduling

Account Setup

- ✓ Printable Online Manager guide
- ✓ 24/5 M-F email support
- ✓ Ability to control when the scheduler is open and closed to customers
- ✓ Ability to control how far in advance customers can book appointments
- ✓ Ability to control how much time prior to an appointment an appointment can be cancelled
- ✓ Total number of appointments per customer can be limited
- ✓ Total number of appointments by appointment type can be limited
- ✓ Frequency of appointment scheduling by customer can be limited
- ✓ Ability to restrict scheduling access by employee ID, patient ID, or other key field
- ✓ Supports multiple time zones
- ✓ Supports 24 hour clock
- ✓ Supports European date format (i.e. dd/mm/yyyy)

Appointment Management

- ✓ Slot length can be variable
- ✓ Ability to allow single or multiple appointments per time slot
- ✓ Supports both one time and periodic appointment scheduling
- ✓ Appointment schedule can be displayed before or after login
- ✓ Ability to search appointments by customer or by date
- ✓ Outlook calendar appointments can be made
- ✓ Supports a range of service and appointment types
- ✓ Ability to limit number of appointments per resource / per day. Display your entire day of availability but only allow a fixed number of appointments to be booked.
- ✓ Ability to display rolling number of appointment slots per day, to allow you to fill up early morning slots first.



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FULL FEATURE LIST (continued)

Email

- ✓ Confirmation emails
- ✓ Cancellation emails
- ✓ Reminder emails can be set by customer and/or set by administrator
- ✓ Multiple reminders at specified length of times prior to the appointment can be set
- ✓ Email template for all emails can be customized to include links to supporting documents, consent forms, images, etc.
- ✓ Follow-Up and Custom email options available

Reporting

- ✓ Provides access to real-time reports
- ✓ Excel export option available on reports
- ✓ Ability to set up scheduled report delivery by email
- ✓ Reports can be run for a specific date range
- ✓ Reports can be generated by provider, by location, by event
- ✓ Slot report available displaying all available time slots – can be used to schedule walk-in appointments
- ✓ Summary reports on % slots filled per location
- ✓ Optional email notification when % of slots exceeds an administrator specified number

Customer Management

- ✓ Provides online searchable client database
- ✓ User defined customer information can be collected
- ✓ Maintains customer appointment history, including appointments scheduled and cancelled
- ✓ Maintains customer log including record of all emails sent

Administrative Management

- ✓ Multiple user access levels available
- ✓ Limited access can be set for specific email addresses
- ✓ Report viewing only access is available
- ✓ Appointment making access only is available

SECURITY

PickAtime is hosted on dedicated servers in a locked and secure data center. All access to the servers and data is restricted to the few that maintain the system. Secure Socket Layer (SSL) technology is used to encrypt the data for transmission. All information collected by pickAtime is made available only to the client that the customer is making an appointment with.

HOSTED SOLUTION

- PickAtime hosts your scheduling solution
- No software to purchase, install or maintain
- No licensing or setup fees