



Powered by  Bon Secours

APPOINTMENT PLUS SCHEDULING GUIDE

GETTING STARTED

To schedule weekly COVID-19 testing, login to the secure [Vaccination Document Portal](#) to access the Harness Health Partners Appointment Plus scheduling tool.

Use Chrome or Firefox to access the scheduler.

***Internet Explorer is not compatible with this service.**

Employees should refrain from eating, drinking or smoking at least 30 mins. before taking the COVID19 test. (This includes chewing gum/candy and brushing teeth.)

"WELCOME" SCREEN

Harness Health Partners

Login

BOOK APPOINTMENT

Welcome!

Welcome to our online appointment system, where you can schedule time for your next service.

Get Started >

1st time users click "Get Started"

Select a date and time for your testing

Login



- CLINIC
Harness Health Partners
- SITES & ADMIN
City of Newport News - COVID Testing (14703 Warwick Blvd, Suite B, NN, Va)
- SERVICE
COVID Testing
- DATE & TIME

| SELECT DATE AND TIME | | | |
|---|--|--|--|
| September 15 - 21 | | | |
| Next 5 Days > | | | |
| Wed 9/15 | Thu 9/16 | Mon 9/20 | Tue 9/21 |
| <input checked="" type="button" value="10:40AM"/> | <input type="button" value="8:20AM"/> | <input type="button" value="8:00AM"/> | <input type="button" value="9:00AM"/> |
| <input type="button" value="11:00AM"/> | <input type="button" value="9:40AM"/> | <input type="button" value="8:20AM"/> | <input type="button" value="9:20AM"/> |
| <input type="button" value="12:00PM"/> | <input type="button" value="10:00AM"/> | <input type="button" value="8:40AM"/> | <input type="button" value="9:40AM"/> |
| <input type="button" value="12:20PM"/> | <input type="button" value="10:20AM"/> | <input type="button" value="9:00AM"/> | <input type="button" value="10:00AM"/> |
| <input type="button" value="1:00PM"/> | <input type="button" value="10:40AM"/> | <input type="button" value="9:20AM"/> | <input type="button" value="10:20AM"/> |
| <input type="button" value="1:20PM"/> | <input type="button" value="11:00AM"/> | <input type="button" value="9:40AM"/> | <input type="button" value="10:40AM"/> |
| <input type="button" value="1:40PM"/> | <input type="button" value="11:20AM"/> | <input type="button" value="10:00AM"/> | <input type="button" value="11:00AM"/> |
| <input type="button" value="2:00PM"/> | <input type="button" value="11:40AM"/> | <input type="button" value="10:20AM"/> | <input type="button" value="11:20AM"/> |
| <input type="button" value="2:20PM"/> | <input type="button" value="12:40PM"/> | <input type="button" value="10:40AM"/> | <input type="button" value="11:40AM"/> |
| <input type="button" value="2:40PM"/> | <input type="button" value="1:00PM"/> | <input type="button" value="11:00AM"/> | <input type="button" value="12:00PM"/> |
| <input type="button" value="3:00PM"/> | <input type="button" value="1:20PM"/> | <input type="button" value="11:20AM"/> | <input type="button" value="12:20PM"/> |
| <input type="button" value="3:20PM"/> | <input type="button" value="1:40PM"/> | <input type="button" value="11:40AM"/> | <input type="button" value="1:20PM"/> |

SAMPLE REGISTRATION FORM

Harness Health Partners

CLINIC
Harness Health Partners

SITES & ADMIN
City of Newport News - COVID Testing (14703 Warwick Blvd, Suite B, NN, Va)

SERVICE
COVID Testing

DATE & TIME
9/15/2021
10:40am America/New_York

YOUR INFORMATION

YOUR INFORMATION

First Name*

Last Name*

Address*

Address 2

City*

State*

Zip Code*

Cell Phone*

Email*

Login*

Create a New Password*

Retype New Password*

Gender
Select One

Birth Date*
Select One Select One Select One

Maiden Name of your Mother (needed for VDH)

HHP Insert Event Location Here

FINALIZE APPOINTMENT

✓ Complete the required "Your Information" Section

✓ Required fields are identified with an "*"

✓ Create a personal "Login" and "Password"

***Please document the user name and password created and store it in a safe place for future appointment scheduling needs.**

✓ Click "Finalize Appointment"

✓ Write down you

SAMPLE CONFIRMATION

The screenshot shows a web browser window with the following details:

- Browser Tabs:** BSMH Central - Home, Site Administration, Appointment Plus.
- Address Bar:** https://book.appointment-plus.com/ctmssx2q?8e_id=7311#/book-appointment/confirmation-with-payment?_qk=9uy1k2vw7b
- Navigation Bar:** Includes the Harness Health Partners logo, a "BOOK APPOINTMENT" button, and a user profile dropdown for "Holly".
- Main Content Area:**
 - THANK YOU!** header.
 - Text: "A confirmation email will be sent to the email address you provided."
 - Action links: "Add to Calendar (1)", "Print Confirmation", and "Resend Email Confirmation".
 - Appointment Details:**

| Date & Time | Service | Sites & Admin |
|--------------------|-------------------------|---|
| 9/10/2021 @ 3:20pm | COVID Testing | City of Newport News - COVID Testing (14703 Warwick Blvd, NN, Va) |
| Patient | Clinic | |
| Holly Wilson | Harness Health Partners | |
 - Confirmation Message:** "Your appointment has been confirmed!"
 - Text: "We will send you a reminder email prior to your appointment. You may log in at any time to see your existing appointments."

Page Footer: "Are you a European Union citizen? If yes, please read our [GDPR fact sheet](#)." and "Powered by AppointmentPlus".

TO RESCHEDULE OR CANCEL

The screenshot shows a web browser window with the URL https://book.appointment-plus.com/ctmssx2q?&e_id=7311#/account/appointments?_qk=5lkryewtlf0. The page header includes the Harness Health Partners logo and a user profile dropdown menu for 'Holly'. The main content area is titled 'Account' and features a navigation menu with 'Appointments' and 'Account Settings'. A table displays an upcoming appointment for 'COVID Testing' on 'Fri, September 10, 2021' at '3:00pm' for 'Holly Wilson'. The appointment details include the service name, date and time, and the clinic location. A 'View More' link is available. To the right of the appointment details, there are several action buttons: 'RESCHEDULE', 'Cancel Appointment', 'Add to Calendar', 'Print Confirmation', 'Edit Appointment', and 'Resend Email Confirmation'. A green callout box with a yellow arrow points to the 'Holly' dropdown menu, containing the text: 'Click on your name in the top right to cancel or reschedule'. The footer contains a GDPR notice and the text 'Powered by AppointmentPlus'.

BSMH Central - Home | Site Administration | Appointment Plus

https://book.appointment-plus.com/ctmssx2q?&e_id=7311#/account/appointments?_qk=5lkryewtlf0

Google | Login | Salesforce | VAMS | COVID-19 V... | VIIS .. | Portal Main... | AppointmentPlus C... | Vaccination Inven... | MediTract - Login | Called to Shine - Re... | DocuSign | COVID-19 | Reading list

Holly ~

Appointments
Account Settings
Logout

BOOK

All Profiles

Account

Appointments
Account Settings

Upcoming 1 | Past 0

| Date & Time | Service | Sites & Admin |
|---|---------------|---|
| Fri, September 10, 2021 3:00pm For Holly Wilson | COVID Testing | City of Newport News - COVID Testing (14703 Warwick Blvd, NN, Va) |

Clinic
Harness Health
Partners

[View More](#)

HHP Insert Event Location Here

RESCHEDULE
Cancel Appointment
Add to Calendar
Print Confirmation
Edit Appointment
[Resend Email Confirmation](#)

Are you a European Union citizen? If yes, please read our [GDPR fact sheet](#).


Powered by AppointmentPlus

Click on your name
in the top right to
cancel or reschedule


SAMPLE CONFIRMATION E-MAIL

The screenshot displays an Outlook window titled "Appointment Change Confirmation - Message (HTML)". The interface includes a ribbon with various actions like Ignore, Delete, Archive, Reply, Forward, and Meeting. The email content is as follows:

Appointment Change Confirmation

 noreply=appointmentplus.com@mg.appointment-plus.com on behalf of Harness Health Partners sent by AppointmentPlus <noreply@appointmentplus.com>
To: Wilson, Holly

Retention Policy: BSMH - 1 Year Item Retention (1 year) Expires: 9/9/2022

 ical_71871ab89ffd5992ef24b8d6bf8f5c81427ae8d66eb39ef3f6b2098bd16ec522.ics
1 KB

Hi Holly,

This is a confirmation to let you know that your appointment has been changed. The following is your updated appointment information:


9/10/2021
3:40pm - 4:00pm

Harness Health Partners

Appointment Details
COVID Testing With City of Newport News - COVID Testing (14703 Warwick Blvd, NN, Va)

About Our Services
COVID Testing

Thanks!
Harness Health Partners



[unsubscribe](#)

LOGIN AND TECHNICAL QUESTIONS?

For login or technical support with the HHP Appointment Plus Scheduler, please email: HHP-Results@harnesshp.com.

Emails will be responded to within one (1) business day.

GENERAL COVID-19 CITY POLICY QUESTIONS

[COVID-19 Resources and FAQs](#)

For questions not addressed in the Resources and FAQs, please email the [HR COVID Care Team](#).