


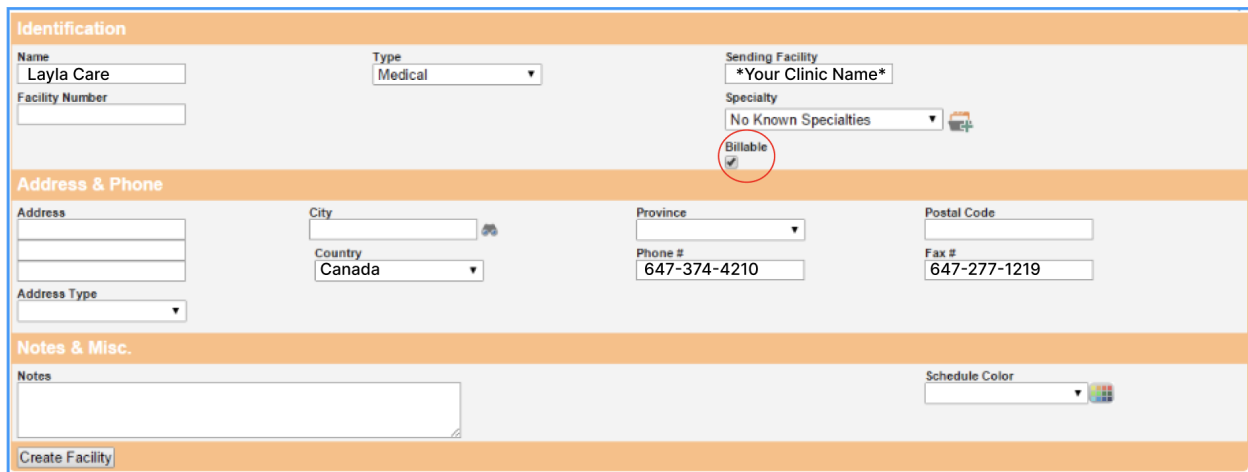


How to Install Layla as a Provider in your Med Access EMR

1. From the main EMR window, click **Providers** . The **Search Providers or Facilities** window opens.

2. In the top-right corner, click **Facilities** .

3. In the top-right corner, click **New Facility** . The **Create Facility** window opens.



4. Enter the facility's contact information, using the following table as a reference.

Field	Description
Type	For third-party insurers, choose Medical .
Billable	Select to be able to create third-party bills for the facility.
Schedule Color	For providers who work at more than one facility, you can assign a colour to each facility to visually separate them on the provider schedules. For example, work hours for Dr. Singh at Clinic A (8:00am to 12:00pm) can appear in blue while work hours for Dr. Smith at Clinic B (1:00pm to 5:00pm) can appear in yellow.

Information Necessary to Refer Patients to Layla -

Name: Layla Care

Type: Medical

Sending Facility: The name of your facility

Country: Canada

Phone: 647-374-4210

Fax #: 647-277-1219

Billable: Click the square box to be able to create third-party bills for Layla Care

5. Click **Create Facility** to save.

Any questions? Email us at contact@layla.care!