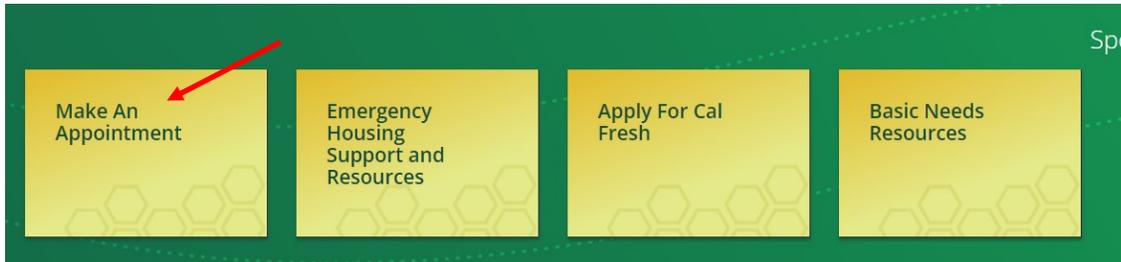# How to make a CARES Appointment through your Student Health Patient Portal

1. Log in with your Sacramento State SSO Credentials

2. Head to the CARES Homepage https://www.csus.edu/student-affairs/crisis-assistance-resource-education-support/

3. Click "Make an Appointment"

4. Confirm your date of birth

5. Click "Schedule an Appointment"

6. Select the type of appointment that you would like to schedule

7. Select whether you would like you CARES appointment, in person at The WELL, or virtually through Zoom.

8. Select which CARES programming you want to discuss with your CARES case manager.

Select One

○ CARES - CalFresh/Food Resources
○ CARES - Emergency Grants
○ CARES - Housing Support/Resources
○ CARES - Medical/Mental Health Hospitalization

[Continue] [Cancel]

9. After selecting the appointment type, confirm that your contact information is correct. If everything is correct, click "Continue"

Confirm Contact Information

Please confirm your contact information. It is very important that this is accurate. If it is not correct use the edit links to update this information.

Email Address:	shc-28@csus.edu	Edit Email Address
Local Phone:		Edit Phone Number
Local Address:	(none)	Edit Address

[Continue] [Cancel]

10. If prompted, read through the "Informed Consent" document and give your electronic signature.

11. Now it's time to schedule your appointment! Select with time works best for you.

Select Appointment

●	8/7/2023 1:00 PM	ROBINSON, ROCHELLE
○	8/7/2023 1:30 PM	GUTIERREZ, STEPHANIE
○	8/7/2023 2:00 PM	ROBINSON, ROCHELLE
○	8/7/2023 2:30 PM	GUTIERREZ, STEPHANIE
○	8/7/2023 3:00 PM	GUTIERREZ, STEPHANIE
○	8/8/2023 10:30 AM	GUTIERREZ, STEPHANIE
○	8/8/2023 11:00 AM	GUTIERREZ, STEPHANIE

12. Once you pick your appointment time, select "Continue"

13. Confirm your location, for a telehealth visit, your provider must know the current US State you are physically in.

14. If everything looks correct, you can confirm your appointment!

Almost There......

Please confirm the appointment date and time:
Date/Time: **Monday, August 7, 2023 1:00 PM**
With: **ROBINSON, ROCHELLE**
Patient Location: **California**

Click on "CONFIRM" to secure your appointment time

Patients must:

1. Arrive or check-in online 15 minutes before your appointment

2. Bring your One Card

3. Cancel 24 hours in advance to avoid No Show/Late fee of $20

4. Complete online forms and clinical questionaire required for your visit.

[Confirm]   **Confirm** the selected appointment and return to your appointment listing.

[Retry]   Return to the previous page and select another appointment.

[Cancel]   **Cancel** selection of this appointment and return to your appointment listing.

15. And that's it! You will also get a confirmation email in your CSUS inbox.

All Done!

> **You have successfully booked the following appointment:**
>
> CARES - Emergency Grants - (Virtual)
> 8/7/2023 1:00 PM
> With ROBINSON, ROCHELLE
> At California

[Continue] [Print]

Appointment Booked Confirmation

SH Student Health and Counseling Services <NoReply@pointnclick.com>
To ○ SHCS Health & Wellness Promotion

📅 ATT00001.ics
2 KB

Hello Herky

We're writing to confirm your booking of the following appointment:

Date/Time: 8/7/2023 1:00 PM

With: ROBINSON, ROCHELLE at