



Medicat Student Health Portal Instructions

Sign in to your health portal at [Medicat Student Health Portal](#) using your Westfield State University single sign-in credentials.

Follow the steps below to complete your requirements:

1. Select **FORMS** from the left side menu bar to complete your:

- Health History Form
- TB Risk Questionnaire
- Insurance Billing Notice
- Consent for Treatment
- Confidentiality and Privacy Practices

2. Please upload a copy of your **IMMUNIZATION RECORD** and **PHYSICAL EXAM** to the **UPLOADS** link from the left side menu bar.

Make sure your name and birth date are on all documents.

- Images must be .gif, .png, .tiff, .jpg, .jpeg.
- Documents must be .txt or .pdf.
- File must be smaller than 4 MB. Scan in black and white, or at a setting of 150 DPI to achieve a smaller file.
- Be sure your file names do not include any special characters.

REMEMBER - FIRST NAME, LAST NAME and BIRTH DATE MUST be on all documentation and is required for verification purposes to be considered compliant.

You will not be considered compliant with the immunization requirements until you have completed these steps.

3. Please add your health insurance information to the **INSURANCE** link on the left side menu bar. If your insurance carrier is not listed as an option, please contact Health Services.