Physician Portal and Citrix Client Download

<u>Step 1:</u>

Connect to the internet. Supported browsers include:

- IE 9, 10, 11
- Mozilla
- Chrome
- Safari

Step 2:

Go to <u>https://portal.mhsil.com</u> Log in with your Citrix username/password



<u>Step 3:</u>

If you already have the Citrix client downloaded, you should be able to access your applications.

** If you have not downloaded Citrix, you will see the applications listed, but they will not launch. Go to Step #4.

Step 4:

Go to the tab on the newsfeed called **Client Downloads**. Follow the link specific to your device/operating system.



Step 5:

By following the link, you will download the install file. In the File Download box, click **Run**. You may see an Internet Explorer-Security Warning Box. Click **Run** again to start the installation process.



<u>Step 6:</u>

Once the installation is complete, close your internet browser. Re-launch it and return to <u>https://portal.mhsil.com</u> and log-in.

<u>Step 7:</u>

Welcome to the Portal! Tips for use:

- Click once on any application to load
- Use the star/ribbon icon next to any application to add it to your favorites
- Use the "Search apps" function at the top of the portal to find any application
- Click "Log Off" to end any application and portal session
- Click "Disconnect" to keep your applications running and reconnect at a later time
- Click "Reconnect" to launch any applications running in a previous session

