

Virtual Appointment

Email Invitation Template: Zoom for Healthcare

Health Care Providers (HCP) may choose to use this template when they send virtual appointment invitations to their patients. To ensure privacy, do not include patient health information in the Subject Line or Body of the email.

EMAIL BODY:

<Insert any Program Specific Instructions>

<Insert Zoom Meeting Link, Meeting ID and Passcode>

To join your virtual appointment, either click on the Meeting Link or enter the Meeting ID and Passcode into the Zoom app.

Please read the [Virtual Care Patient Information Guide](#) for important information regarding your virtual appointment.

What do you need?

- Smartphone, tablet or desktop computer/laptop (with webcam/microphone or headset)
 - High-speed internet or 4G LTE connection
- IMPORTANT:** You are responsible for any charges related to your internet data usage. If you are using data on a mobile device (instead of a wireless “Wi-Fi” connection) be aware that video streams can require significant data.
- Have your **health card** ready for reference during your virtual appointment

Please ensure your software and apps have the latest **security updates**. Do a [test call](#) the day before your virtual appointment to check your audio and video settings.

Other resources can be found [here](#).

<Closing Greeting>

<Sender Email Signature>

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