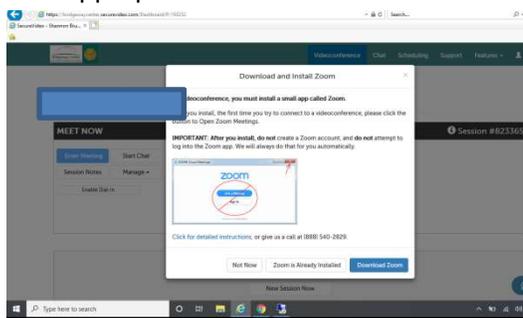


Thank you for joining us through Bridgeway’s Telehealth services. Here are some things you need to know to get started:

- 1.) You will need a computer with audio (speakers/microphone) and video camera or a cell phone.
- 2.) On your initial meeting, you will have to download the application Zoom on your computer or mobile device, if you do not already have it. You can do this by
 - a. Going to <https://zoom.us/> and signing up for a free account at any time before the meeting.
 - b. We can email or text you an invite to the meeting. Once you click on the link it will ask you if you have Zoom installed and provide you with a shortcut to download. It will look something like this. Click on what is appropriate.

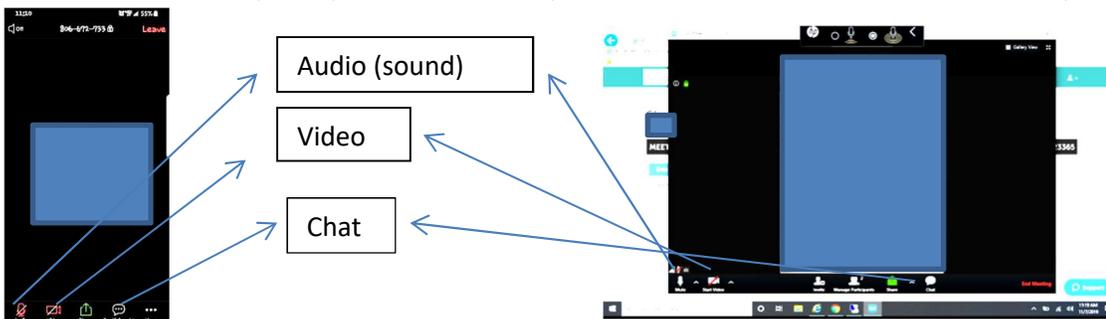


- 3.) To start a session, your Bridgeway contact will send you a link to your email or text. It will look similar to <https://bridgewaycenter.securevideo.com/Pass/Join/>... When you click on that link, it will prompt you to complete any required documents and then allow you to click on a box that says “Enter Waiting Room”.



If you are on a computer you will be asked to use the computer audio. Click what is appropriate and then click on “Enter Waiting Room”

- 4.) Once you are in the waiting room you will see your picture and some icons that say audio/video/share/participants. Make sure you click on the audio and video button on your device.



- 5.) Once you enter the room, Bridgeway Staff will be notified and they will then open the meeting and you will be able to participate in a secure session with Bridgeway staff.
- 6.) Reminder. Please be sure to click on the microphone and video icon on the screen.
- 7.) If you are in meeting and there are any issues, you can use the “chat” option and type comments. This might help to trouble shoot.
- 8.) You will click on the Leave link, when the session is over.