Foot ID
KevinRoot Medical
Scan and order with the phone in your pocket

User Reference Guide

Phone: (800) 496-0987 / Fax: 1 866 919 9268 / www.kevinrootmedical.com / hello@kevinrootmedical.com
Sign In Screen

Two options: Sign In or Sign Up with email

Sign in screen. First screen showing after Foot ID installation.

If you are an existing user sign in with email and corresponding password.

NOTE: This user ID is not associated with any other user ID you have with KevinRoot Medical. It is only for creating a user ID for the Foot ID app. You can use your Foot ID app across multiple apple devices however Patient data will not be shared across devices due to HIPAA regulations.
Forgotten password

**Password Reset** Screens if User has forgotten password.

If you have forgotten your password, enter your Foot ID account email and select Reset Password.

You will get notification to follow the link sent to your email address to reset your password.
Forgotten password
Password Reset Screens if User has forgotten password.

Go to your email inbox and open the Password reset email send from Foot ID. Select “Click here” on email to reset your Foot ID password.

Enter your new password
Your password should be at least 8 characters long. It should also include a capital letter, a lowercase letter, a number, and a special key. Once your new password is accepted, go back to the sign in screen and login to Foot ID.
Sign Up Screen

If you are a new user, select **Sign Up With Email**. Enter your email address as well as your desired password. Your password should be at least 8 characters long. It should also include a capital letter, a lowercase letter, a number, and a special key.

- The account you create for Foot ID is only for use with the Foot ID app and is completely independent from any account you have created on the KevinRoot Medical website.
- If your Clinic has more than one location, you can create a Foot ID account specifically for other locations.
- You also have the option to create separate Foot ID accounts if Doctors and Clinicians already have a personal compatible device (iPhone X or above / iPad Pro 3rd or 4th generation) they would prefer to use. Be sure they associate their individual accounts with your Clinic or facility.
- The email you use for your FootID account is important as it will receive the verification emails from KevinRoot Medical for orders that have been saved to the cloud or submitted to our lab.
Add Clinician

After you have entered your email address and password, you will be prompted to Add Clinician. Enter the New Clinician Info fields.
Home Screen

Once the New Clinician Info fields are filled out and accepted, you will see the Foot ID Home Screen.

- **Main Menu** - (three bar icon) on the top right of the Home Screen will open the Main Menu.

- **Demo Scan** – Takes user to Demo Scan screen in order to practice scanning process.

- **New Foot ID** – Takes user to New Patient Info screen allowing Clinician to add new a patient with basic patient information. Once required patient is entered, options to add a scan, form, photo, or video are enabled.
Main Menu

Main Menu - (three bar icon) on the top right of the Home Screen will open the Main Menu.

Home – Returns user to Foot ID Home Screen.

New Foot ID – Takes user to New Patient Info screen allowing Clinician to add new a patient with basic patient information. Once required patient is entered, options to add a scan, form, photo, or video are enabled.

Manage Patients – Takes user to Patient List

Manage Clinicians – Takes user to Clinicians List screen.

Share Foot ID – Allows user to share Foot ID via various apps such as Apple Messenger, Email, Facebook Messenger.

Learn to Scan – Takes user to Foot ID tutorial screen. User can select to view Tips on scanning slideshow or Scanning 101 and Learn to scan a foot videos.

Email Support - Email support link in the Main Menu which will enable clinicians to submit questions and concerns directly to KevinRoot Medical email.

Privacy Policy – Takes user to privacy policy screen. User can review complete documentation regarding Foot ID Privacy Policy

Terms of Use – Takes user to terms of use screen. User can review complete documentation regarding Foot ID Terms of Use.

Log Out – Allows user to logout of Foot ID app.
Manage Patients

Three dot icon on the top right of the **Patient List** screen will show pop up menu for options to sort patient list by last name, last modified, last submitted, or last saved. Pop up menu also shows “Batch Delete” option to delete all patient files.

**Swiping** a patient name to the right will also give the option to delete patient.

Select a patient from the “Patient List” screen and Foot ID will open selected patient's Foot ID file. User will be able to add a scan.

User will be able to scan and add a form by selecting **“Add form”**. Selecting **“Print forms”** will take user to Order Forms page of KevinRoot Medical website in order to choose, download, and print specific order form needed. Scrolling down the Order Forms page will show order forms for all products available through KevinRoot Medical.
Manage Patients

The **print forms** feature in the forms menu of the patient information screen will enable clinicians to download and print all available order forms from KevinRoot Medical directly to a network printer onsite.
Manage Patients

User can save an order to the cloud or submit order by selecting the upload icon on the bottom right of the patient Foot ID file page. User must select a clinician in order to save or submit an order. User will also have the option to add a note to the order before saving or submitting the order.
Manage Patients

Selecting “Patient Info” will show pop down menu and option to edit patient information. User will be able to enter further patient information such as:

- Date of birth.
- Contact information.
- Height, weight, and gender.

Add Patient (Blue button with + sign) option in the lower right corner of patient list screen takes user to New Foot ID screen.

Left facing arrow < at the top left of patient list screen returns user to Foot ID Home screen.
Manage Clinicians
Takes user to Clinicians List screen

Three dot icon on the top right of the Clinicians List screen will show pop up menu for options to sort clinicians list by last name or last modified. Pop up menu also shows “Batch Delete” option to delete all clinician files.

Swiping a clinician name to the right will also give the option to delete patient.

Selecting the clinician name will show pop down menu and option to edit Clinician Information. User will be able to enter further clinician information such as:

- Clinic name
- Address
- Phone and Fax #
- Email

(Clinician email can be different than the account email and be associated with individual clinicians for order management. Clinician email can also be a common back office email if all orders are managed by office manager or one staff member.)
Manage Clinicians

**Add Clinician** (Blue button with + sign) option in the lower right corner of patient list screen takes user to New Clinician Info screen.

**Share Foot ID** – Allows user to share Foot ID via various apps such as AirDrop, Apple Messenger, Email, and Facebook Messenger.

**Learn to Scan** – Takes user to Foot ID tutorial screen. User can select to view Tips on scanning slideshow or Scanning 101 and Learn to scan a foot videos.
Privacy Policy - Takes user to privacy policy screen. User can review complete documentation regarding Foot ID Privacy Policy.

Terms of Use - Takes user to terms of use screen. User can review complete documentation regarding Foot ID Terms of Use.

Logout - Allows user to logout of Foot ID app.
Scan a patient's foot for custom orthoses

Scan & submit orders

Developed by:
KevinRoot Medical

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