



How to: Configure Account Notifications

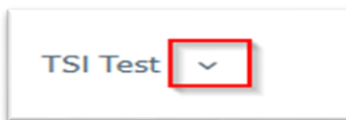
Overview

One of the many features included in your Luma Health package is the ability to configure which notifications you want to receive for your Luma account. We will now take a deep dive into how the Account Notifications works and how you can benefit from this feature!

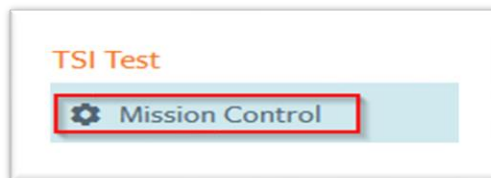
How do I navigate to my Account Notifications?

- ❖ Log onto <https://next.lumahealth.io/> with your email and password
 - If you are unable to remember your password, open a ticket with helpdesk@tsihealthcare.com

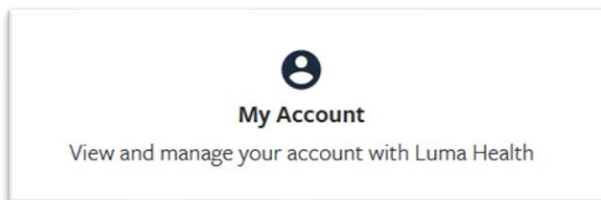
- ❖ Once you have logged into your Luma account, there will be an arrow next to your name on the right-hand side of the screen



- Click on that arrow and it will bring up a drop-down menu; select **Mission Control**



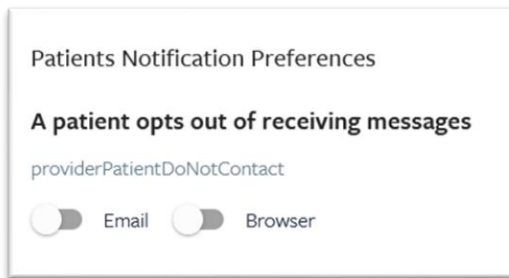
- You will now be at the Home screen of Mission Control. From this screen, choose **My Account**



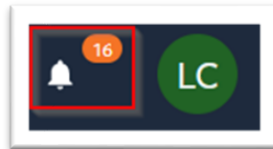


How to: Configure Account Notifications

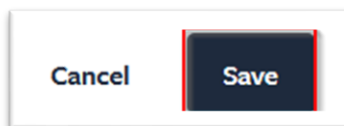
- If you scroll down this screen, you will see a section titled ***Patient Notification Preferences***. This is the first notification preference on this screen.



- Each notification has two options: Email and Browser
 - If *Email* is enabled, Luma will send a notification to the email address configured for your Luma account
 - If *Browser* is enabled, when you are logged into Luma via Chrome or Firefox, you will receive a pop-up notification at the bottom of your browser screen and all browser notifications will be housed in the bell icon near your initials at the top right of the Luma screen.



- Review all other applicable notifications on this screen and determine if you want email and/or browser notifications for each notification preference.
- Once you are done reviewing your notifications, choose ***Save*** at the bottom right of the screen



- ❖ **Note: Each user will need to decide which notifications they want to receive for their Luma account.**

If you have any questions regarding the information included in this document, please contact helpdesk@tsihealthcare.com