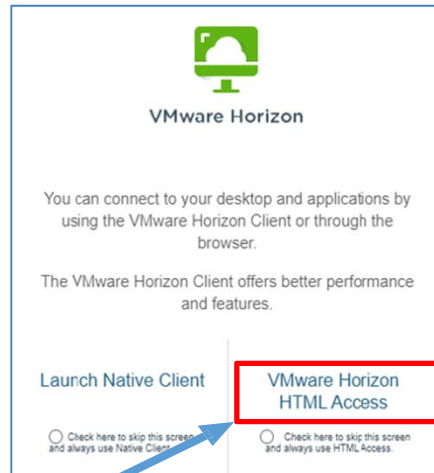# Condensed Remote Access Guide (Rapides Regional)

1. On your personal computer, open a browser (preferably Google Chrome) and enter the following web address:
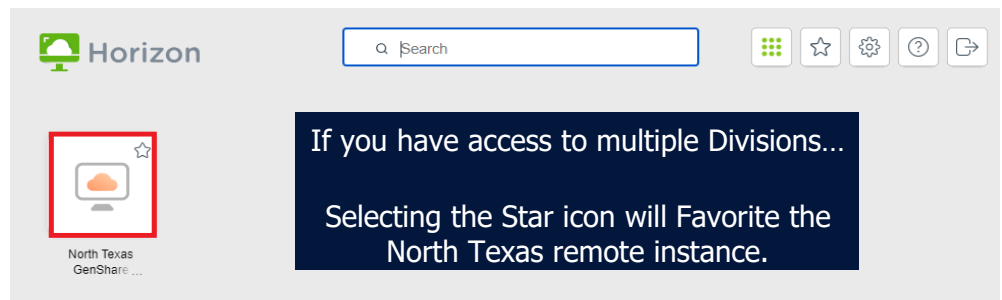
https://remote.vdi.medcity.net

2. When you see this window, click on VMware Horizon HTML Access

3. Enter your HCA ¾ ID in the User field and password

4. You will receive a 4-digit code via text or email. Enter the code in the screen below:

5. Click the North Texas GenShare icon to launch the remote session

If you have access to multiple Divisions...

Selecting the Star icon will Favorite the North Texas remote instance.

Condensed Remote Access Guide (Rapides Regional)

Once the North Texas Genshare icon is selected, the remote desktop will appear.

1. Centricity PACS and Patient Keeper   2. Rapides Meditech 3. GE DMS

Condensed Remote Access Guide (Rapides Regional)

1. **This selection presents the GE Centricity PACS ZFP viewer.**
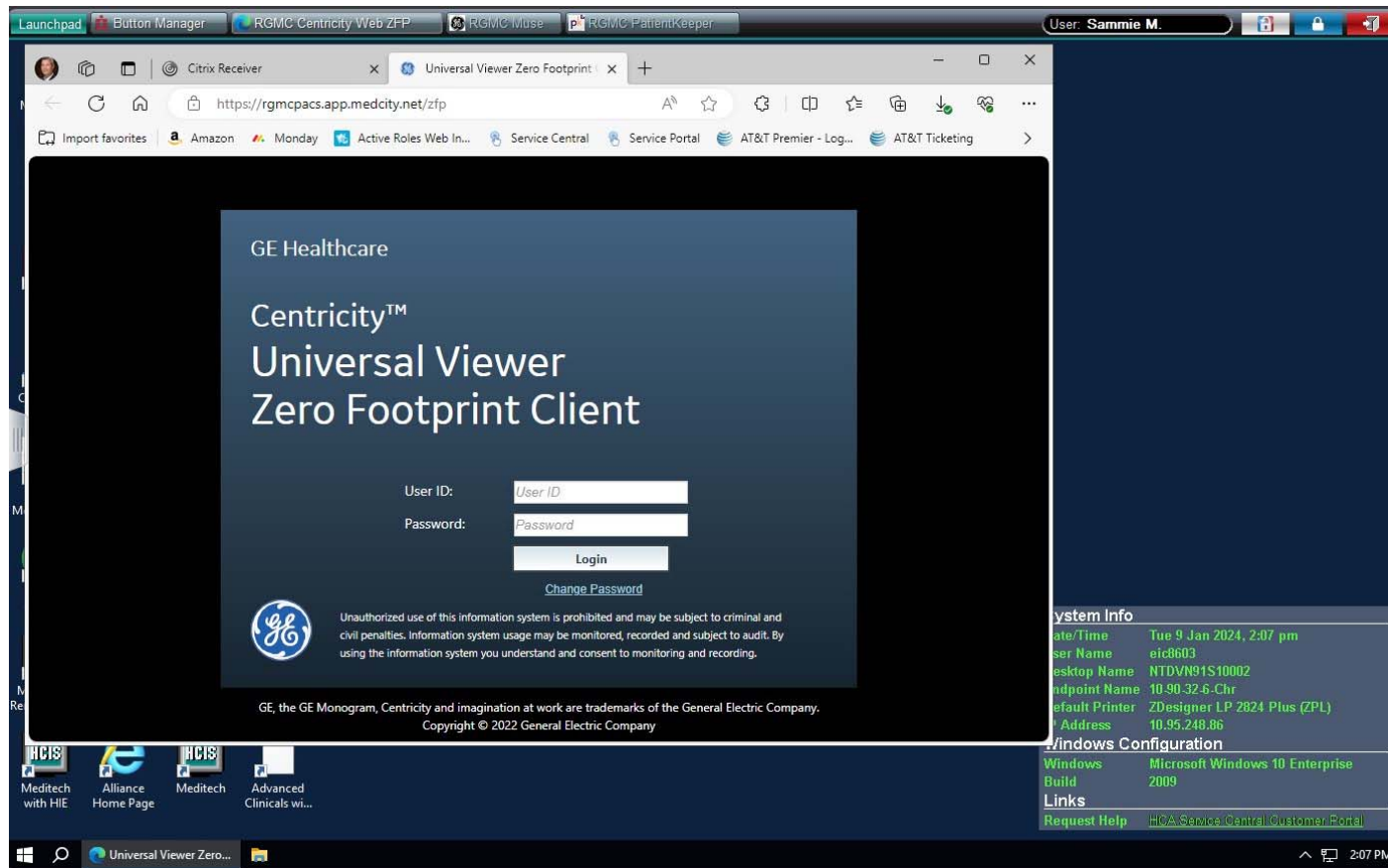
Condensed Remote Access Guide (Rapides Regional)

** If the Single Sign-On (SSO) toolbar on your desktop does not display the RGMC Centricity Web ZFP icon or the RGMC PK icon, kindly follow the instructions below to include the icons in the SSO bar.

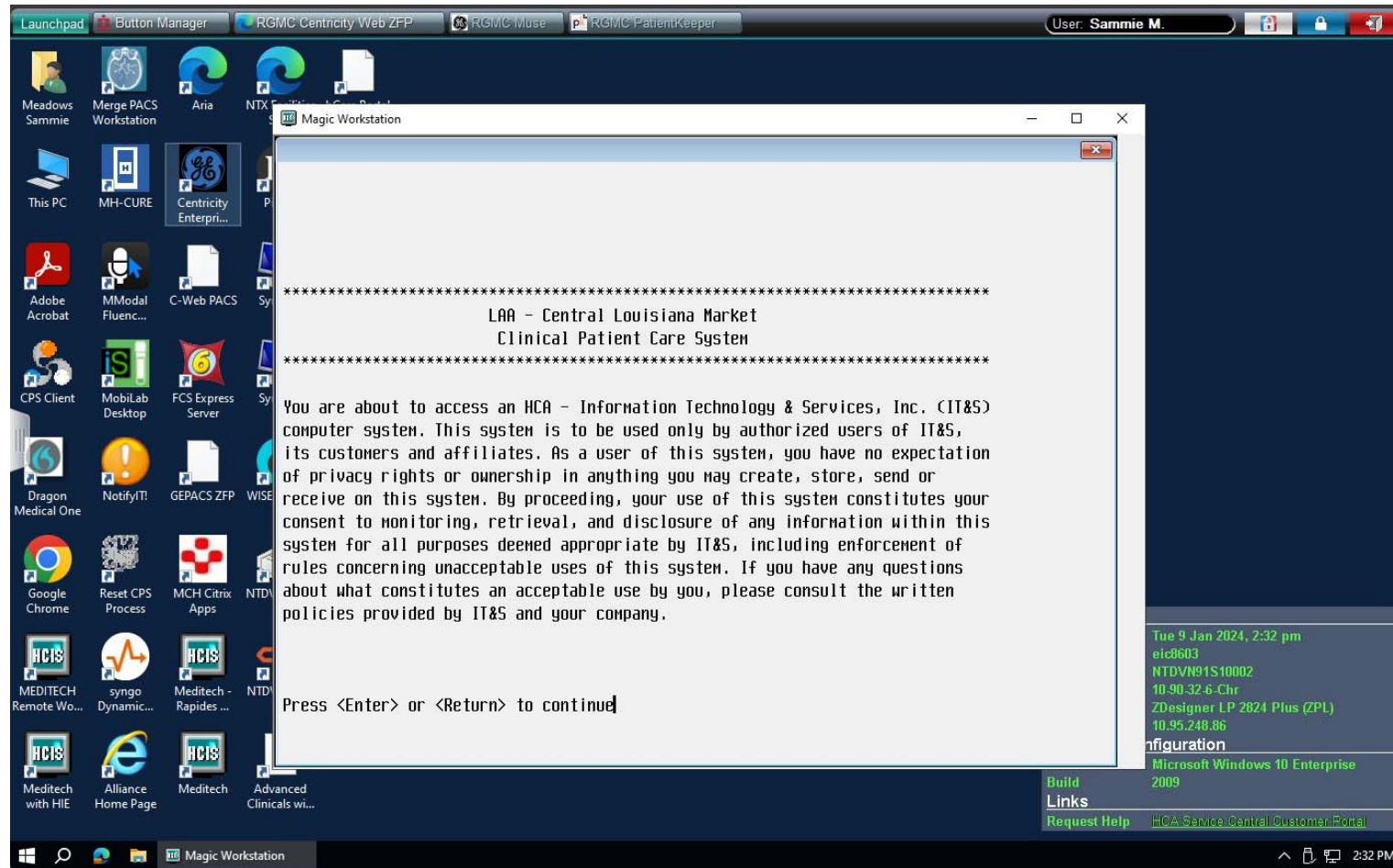Select Button Manager to choose RGMC Centricity Web ZFP and RGMC PatientKeeper

Condensed Remote Access Guide (Rapides Regional)

2. Selecting this icon will launch Rapides' Meditech instance

**3.** This selection launches a Citrix storefront window which presents the Centricity cardiology dms – RGMC icon. Selecting this icon will launch and present the RGMC DMS program.
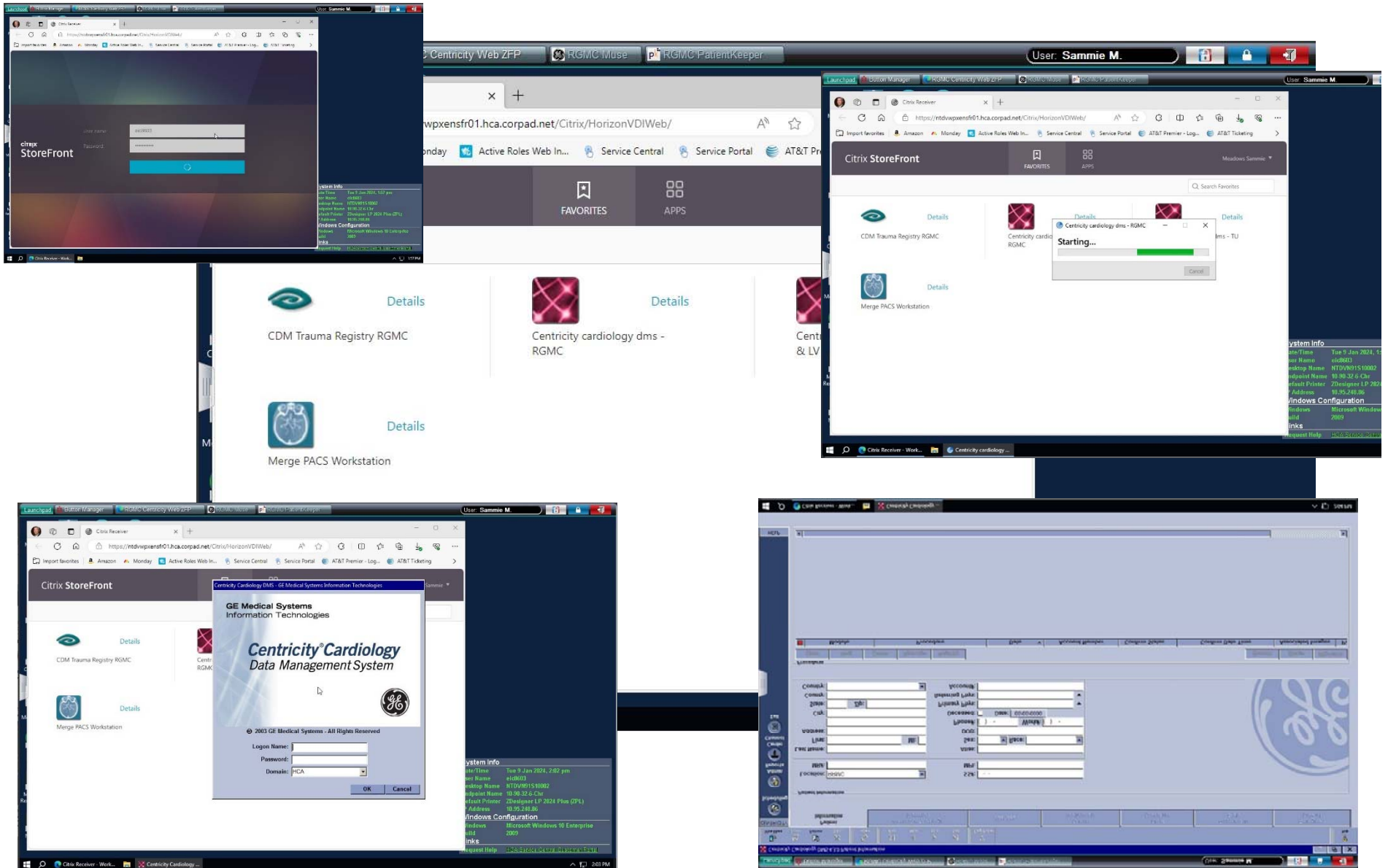
6. To access Meditech at Rapides Regional Medical Center, click on the Rapides Meditech icon on the remote desktop. DO NOT click the Meditech icon on the SSO bar since it will launch Meditech for the Texas Hospitals
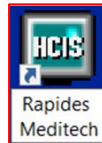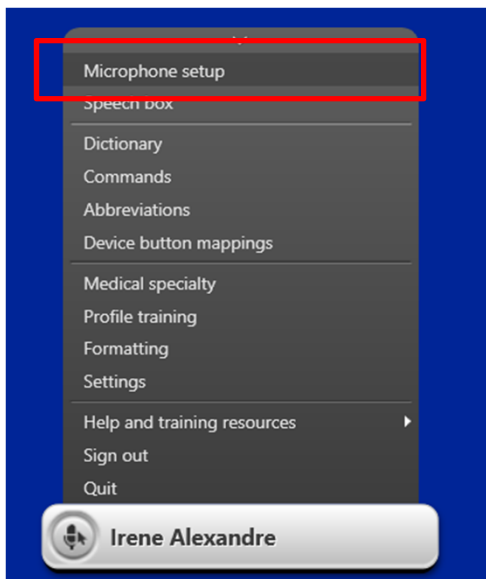

7. To use the Mmodal (Fluency) dictation software, download the 3M microphone app on you phone
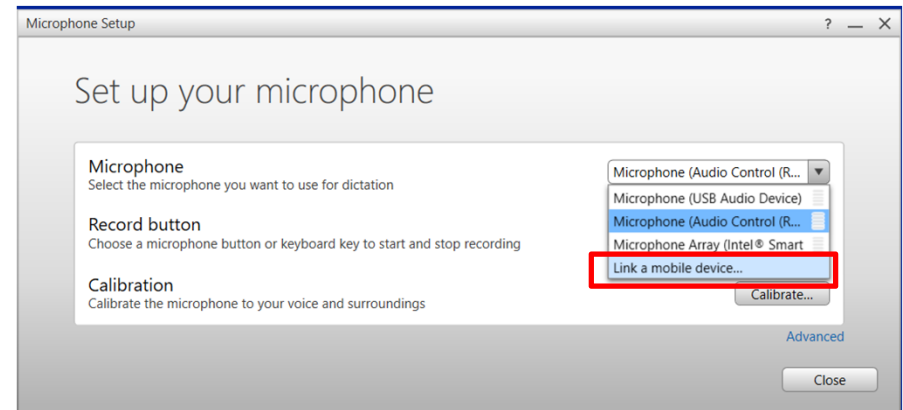
8. Then on your remote desktop, click on Fluency from the SSO bar
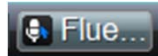
9. From the Fluency window, click on your name to open a menu, then select Microphone Setup

10. From the Microphone drop down list, click on Link to a Mobile Device

11. A screen displays instructions. Launch the 3M Microphone App on your phone and enter the code displayed on the screen

If you're having trouble getting connected contact the Service Desk at (877) 422-2060

Updated: 12/19/23

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