Penn Medicine
Dermatology

Photo Tips for Teledermatology

Preparation Steps

1

Device:
Smartphone (iPhone or Android)
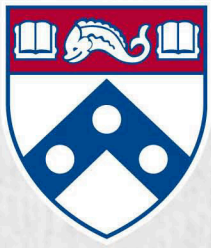or tablet (iPad or Android)
with a front facing camera

2

Operating system:
(Minimum software requirement)
iOS 8.4 or higher for iPhone/iPad
4.2.0 or higher for Android

3

myPennMedicine:
Activate "myPennMedicine" account.
If you do not have an active account,
or are uncertain, please call
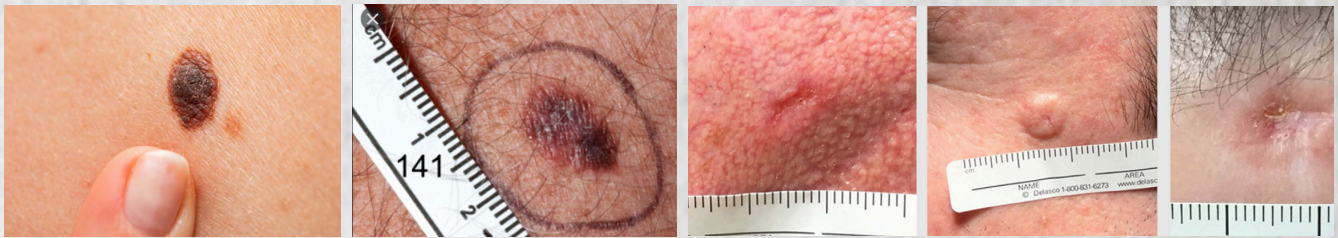(866) 614-7606 to confirm or activate.

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Photo Tips for Teledermatology

Requirements

1 Please send two (2) close-up photos of your lesion with a ruler to show the size
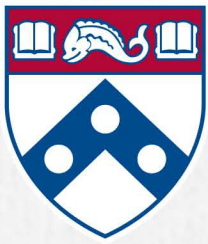
2 Please send one (1) photo from further away showing where the lesion is on your body (e.g. arm, leg, face)

PLEASE NOTE:

• Each message only allows a maximum of two (2) photos, please send multiple messages if you have more.

• If you do not send enough images, or if images are blurry, you may be asked to send more.
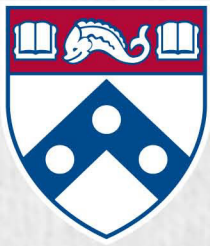
Photo Tips for Teledermatology

Taking photos

A   Be sure to be in a well-lit room with good lighting

B   Ensure the lens and screen is cleaned before each use (a soft microfiber cloth can be used)

C   Hold the camera horizontally (for landscape photos) with both hands/fingers placed to the far edge of the camera

D   Tuck your elbows into your chest to provide more stability when taking the photo

E   Be sure not to block the lens when you take the photo

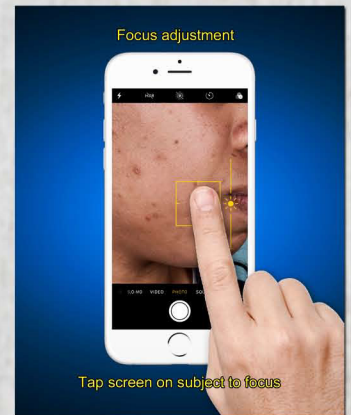**F**   Ensure the flash function is turned off

Photo Tips for Teledermatology

Camera Adjustments
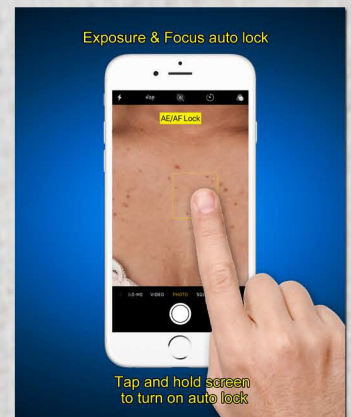
1 Tap the LCD screen on the subject to focus the camera

Focus adjustment

Tap screen on subject to focus

**2** Tapping and holding on the screen will turn on the auto lock for exposure and focus based on what was selected as the subject

Exposure & Focus auto lock

AE/AF Lock

Tap and hold screen to turn on auto lock

3 Tapping the screen will also allow for manual exposure adjustment if necessary. When the box appears touch and slide the sun icon up or down to increase or decrease the exposure as needed
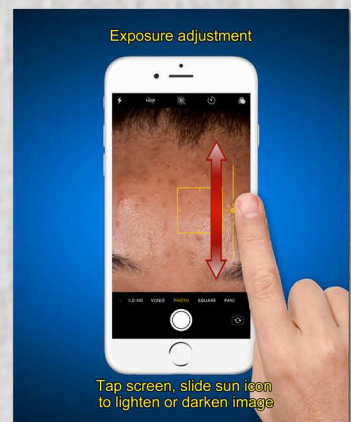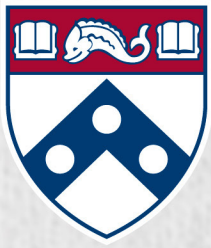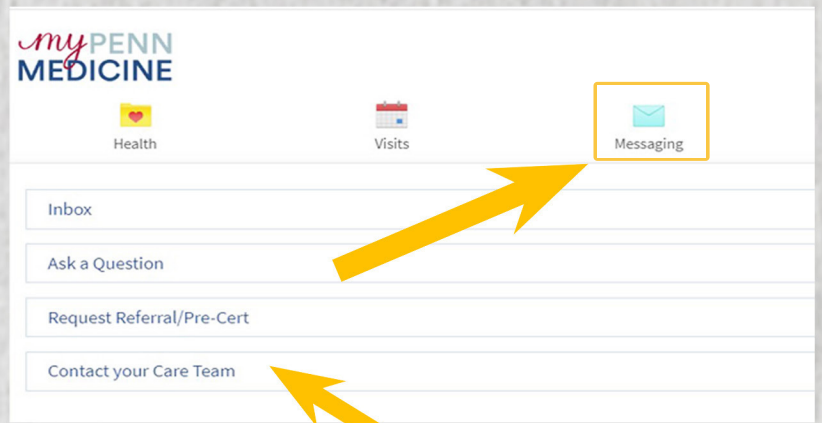
Exposure adjustment

Tap screen, slide sun icon to lighten or darken image

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How to Upload Photos/Images

MyPennMedicine photo upload
file types: JPEG, JPG,PNG,PDF (max size 8mb)

1

**Navigate to:
MyPennMedicine.org**

- Login to "MyPennMedicine"
- Click messaging tab
- Select "Contact your Care Team"

my**PENN**
MEDICINE

Health | Visits | Messaging

Inbox

Ask a Question

Request Referral/Pre-Cert

Contact your Care Team

2

**Read message
in red bar**

Click the red bar to
accept response time and
to allow messaging

I understand that myPennMedicine is not for emergencies and it may take up to 2 days to receive a response. By clicking the red bar below I acknowledge that I am OK with a delayed response of up to 2 days.

I ACKNOWLEDGE THAT IT MAY TAKE UP TO 2 BUSINESS DAYS FOR A RESPONSE

For urgent issues, please call 9-1-1 or seek immediate care.
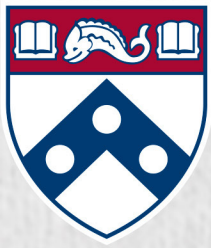
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3

Choose a recipient

Select the appropriate
recipient from
the drop-down list

my PENN MEDICINE

Health | Visits | Messaging

Contact your Care Team

For urgent issues, please call 9-1-1 or seek immediate care.

This feature allows you to send messages regarding **non-urgent, health-related issues** to p
dropdown list, or need a more immediate response, please contact their office directly.

Choose a Recipient ▾
Choose a Recipient
Amendt, Alisha, CRNP, MSN
Bozentka, David, MD
Defilippis, Daina, PA-C
Eliades, Steven J, MD
Li, Daqing, MD
Worst, Christina Elizabeth, CRNP, MSN

4

## Select a subject

Select
"Attachment:Photos"
from the drop-down list

Amendt, Alisha, CRNP, MSN ▾

Attachment: Photos ▾
- Select a Subject -
Non-Urgent Medical Question
Prescription Question
Test Results Question
Visit Follow-Up Question
Appointment Question
Attachment: Immunization Records
Attachment: Living Will/ Advanced Directive
Attachment: External Medical Records
Attachment: Medical Records Release
Attachment: Forms (FMLA, Disability)
Attachment: Photos

ATTACH AN IMAGE ⓘ

SEND CANCEL
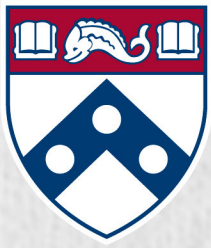
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How to Upload Photos/Images

5

Type message & attach image

- Type a message to your care provider in the designated area
- Next, click "Attach an Image"

Amendt, Alisha, CRNP, MSN

Attachment: Photos

Type your message here for example:
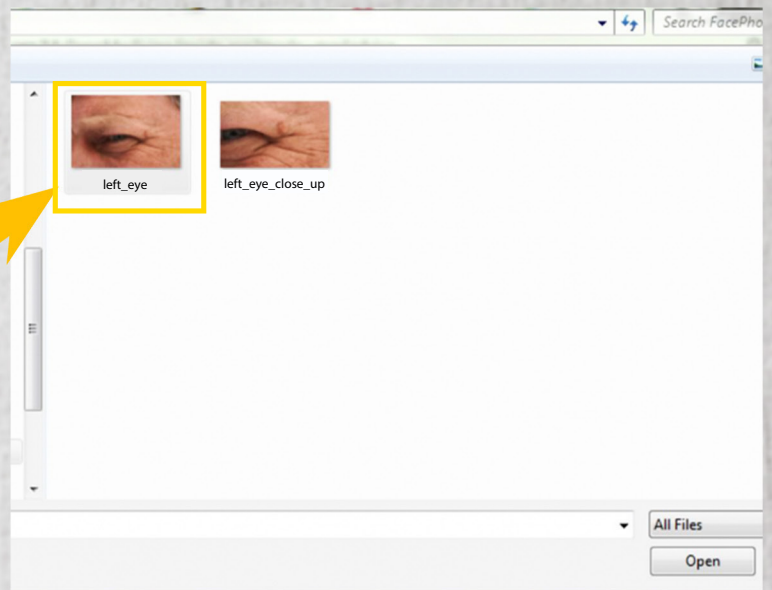
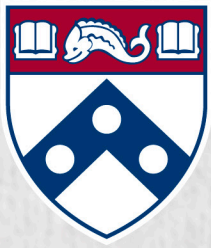This is the area of concern.

ATTACH AN IMAGE ⓘ

SEND CANCEL

6

Attach first image

Select the appropriate image to attach

Search FacePho

left_eye   left_eye_close_up

All Files

Open

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How to Upload Photos / Images

MyPennMedicine photo upload
file types: JPEG, JPG, PNG, PDF (max size 8mb)

Health   Visits   Messaging
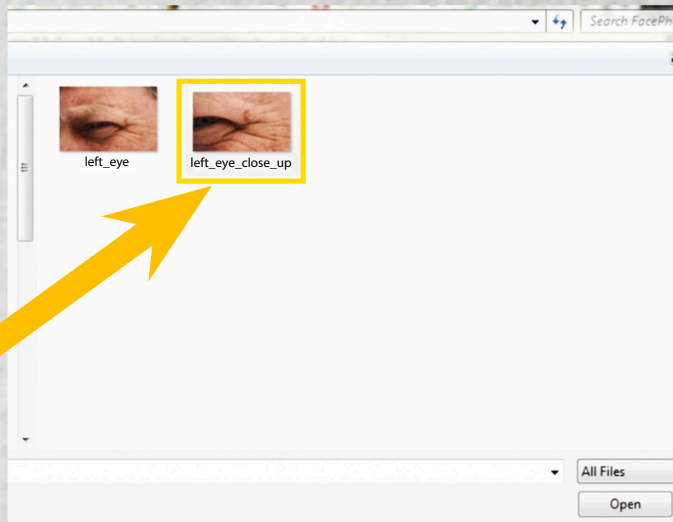
7

Label the image & attach another

- Once your image is attached, please give it a clear and specific label (e.g. left_eye)

- Next, click "Attach Another Image"
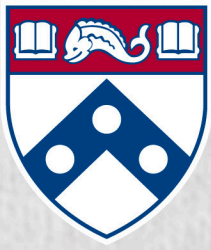
ATTACH ANOTHER IMAGE ⓘ

Attachments

Enter Label:
left_eye

23 of 30 characters left

SEND   CANCEL

8
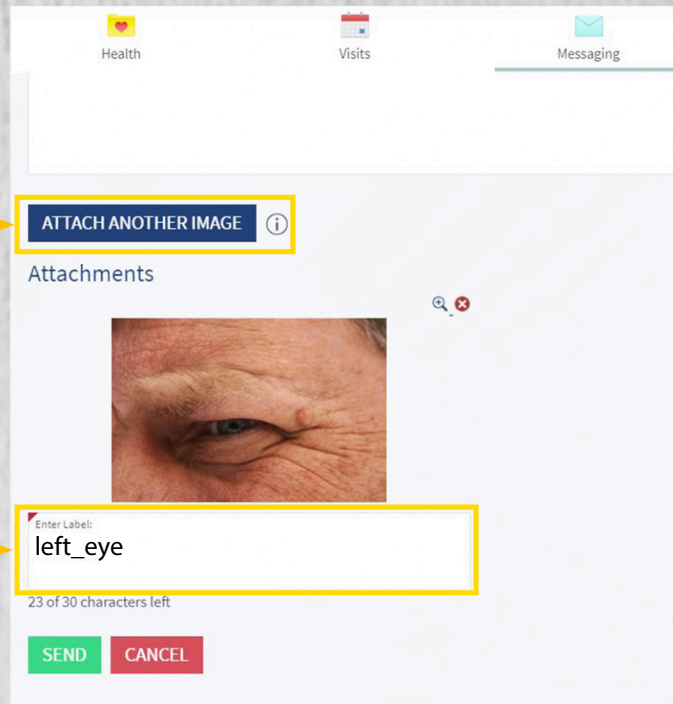
Attach second image

Select second image to be attached

Search FacePho

left_eye   left_eye_close_up

All Files

Open
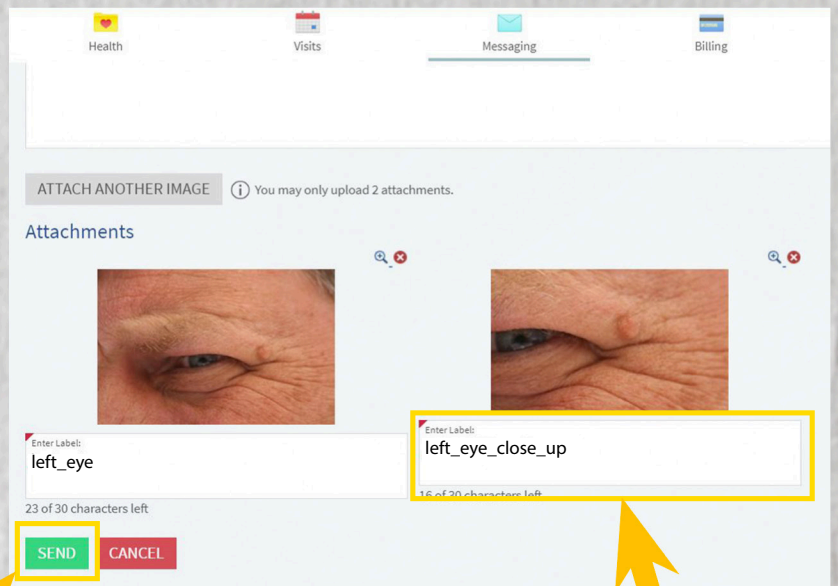
How to Upload Photos/Images

MyPennMedicine photo upload
file types: JPEG, JPG, PNG, PDF (max size 8mb)

Label second image & send

• Once your image is attached, please give it a clear and specific label (e.g. left_eye_close_up)

• Once you're done, click "Send"

• NOTE: LIMIT IS TWO ATTACHMENTS/PHOTOS WITH MAXIMUM SIZE OF 8MB PER IMAGE
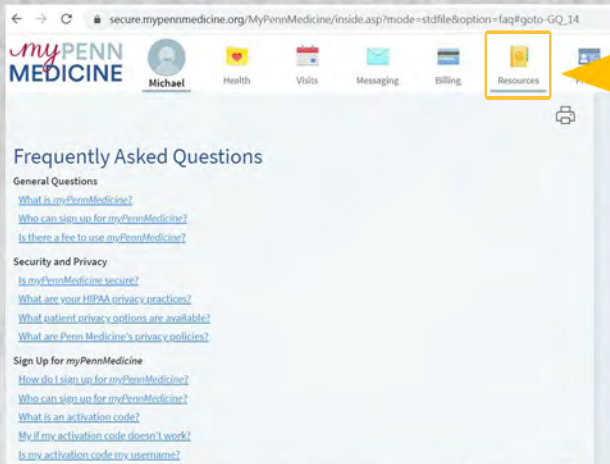
• ADDITIONAL MESSAGES CAN BE SENT IF YOU NEED TO SEND MORE THAN TWO IMAGES
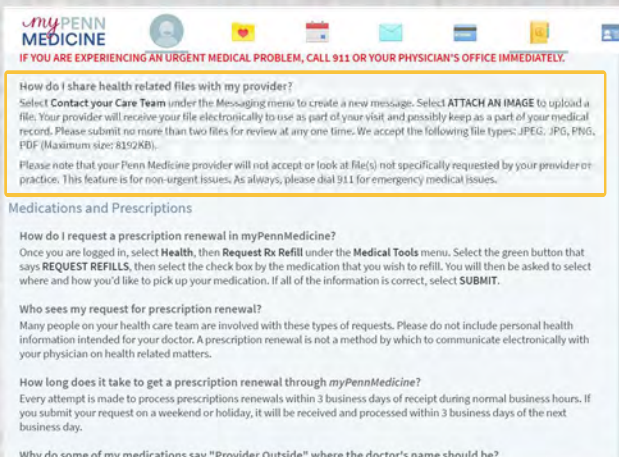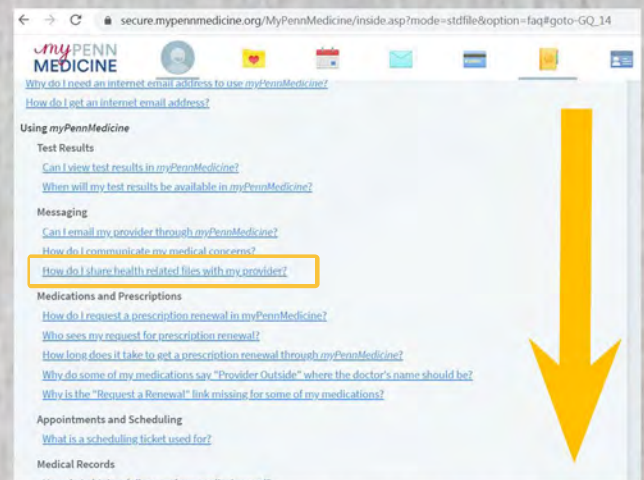
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MyPennMedicine
frequently asked questions

Click the "resources" tab to go to the frequently asked questions section of the site

Scroll down to the "messaging" section then click: "how do I share health related files with my provider?"

Read instructions on how to share health related files with your provider