Product Usage Quick Guide

Patients
Active Patients: 375/ 500

Start Protocol

Search Patients

Search	Sort By		
Search Patient ID or Email	Patient ID: Z-A	Filters	Create Patient

Patient	Patient Status	Session Status	
1205 testpatient1@gmail.com	Active	Not Started March 10, 2025 @ 10:15 A.M.	View
3307 testpatient23@hotmail.com	Active	In Progress March 7, 2025 @ 2:14 P.M.	View
3381 testpatient9@gmaill.com	Archived	Paused May 29, 2024 @ 10:12 A.M.	View
6018 testpatien31@gmaill.com	Active	Closed January 17, 2025 @ 10:11 A.M.	View
2569 testpatient5@rogers.com	Active	Closed April 20, 2024 @ 10:11 A.M.	View

|< < Prev 1 2 3 4 5 Next > >|

Welcome to the Creyos Platform Quick Guide!

This quick reference guide is designed to help you get the most out of your use of Creyos. Whether you're new to the solution or an experienced provider, you'll find essential tips, shortcuts, and step-by-step instructions to enhance your experience and improve efficiency.
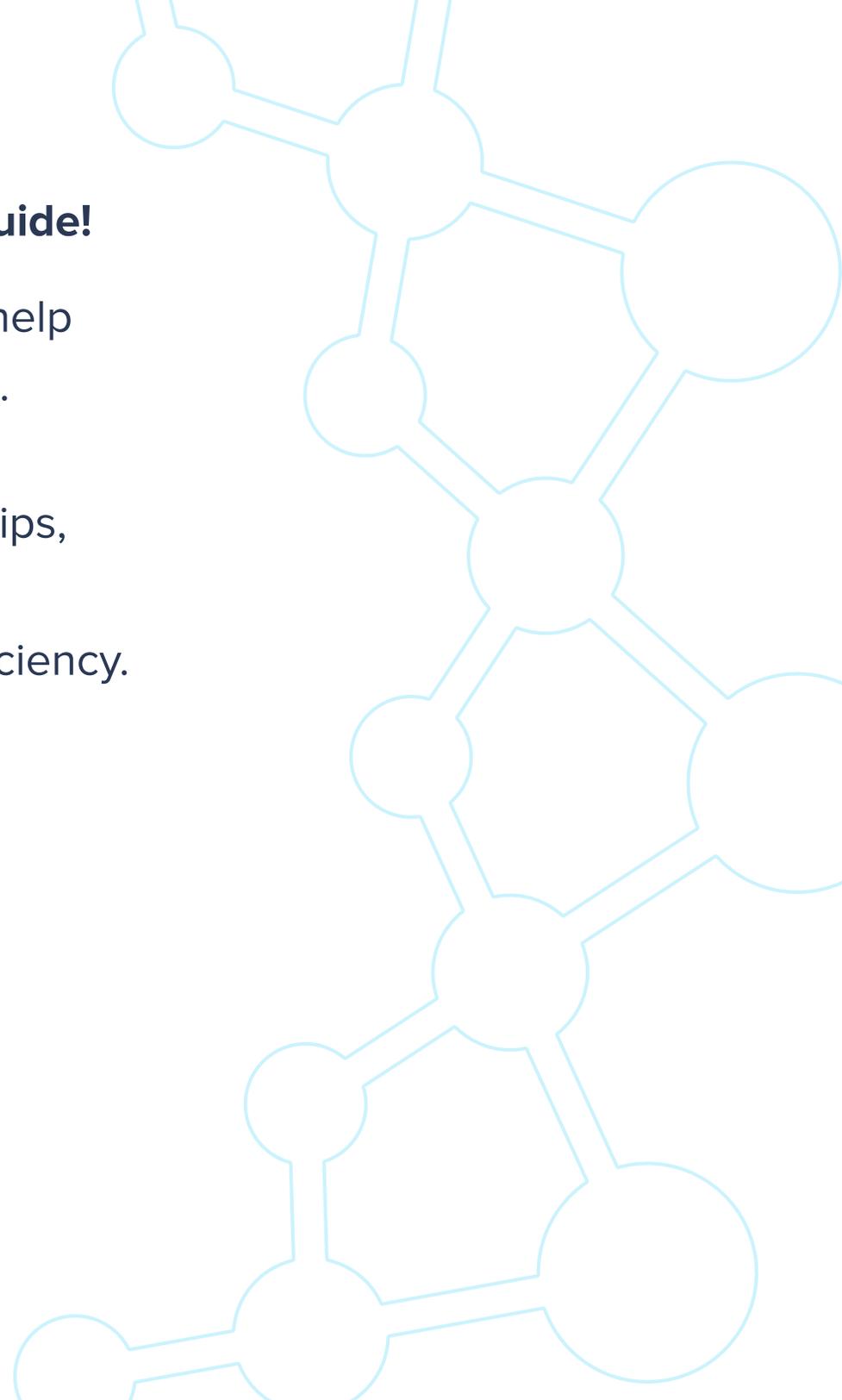
Creating a Patient

1 Upon login, navigate to the top right corner and click **"Create New Patient."**

	Patients Active Patients: 6 / 500		Search by Patient ID or email	
Patients	Sort By Patient Created Date: Newest	Filters (2)		Create New Patient +
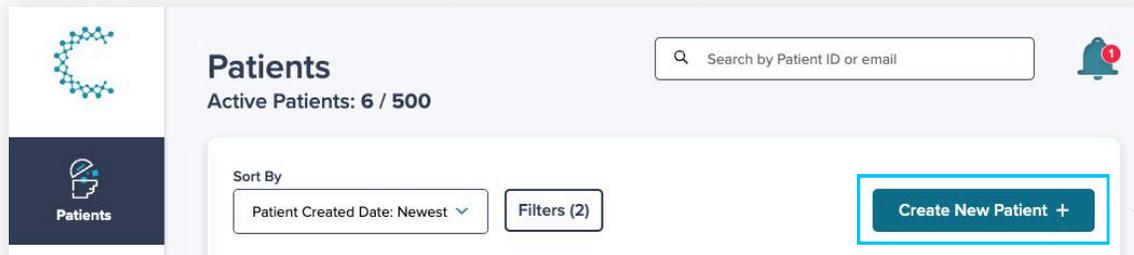
2 Fill in all necessary information. Email address only necessary for telehealth purposes.

<   **Update Patient Profile**   ✕

Patient ID
1256

Gender
Female

Date of Birth
1992-01-02
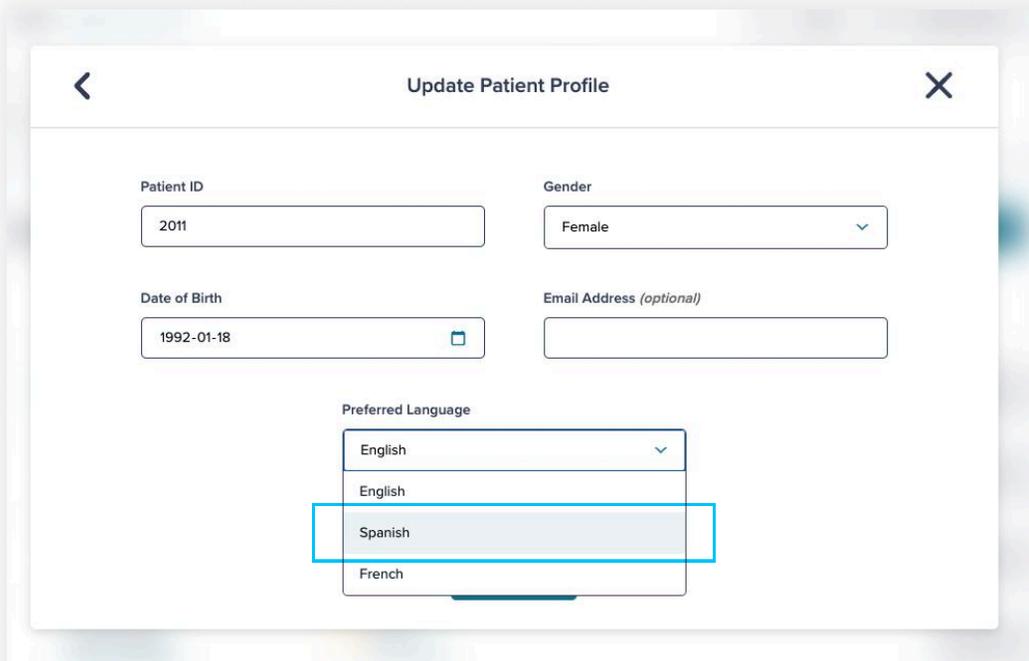
Email Address (optional)
testpatient1@gmail.com

Preferred Language
English

Update >

Changing Language

1 Choose the patient you want to edit language for by clicking on the patient, then choose **"Edit"**, choose the appropriate language and then click **"Update."**

2 From here, all reports under that patient profile will load in the selected language. Assessments and questionnaires will also appear in that language.

Creating Custom Protocols

1 Select the **"Protocols"** tab on the left side of the Creyos interface.

2 Click "**Create Protocol"** in the top right corner.
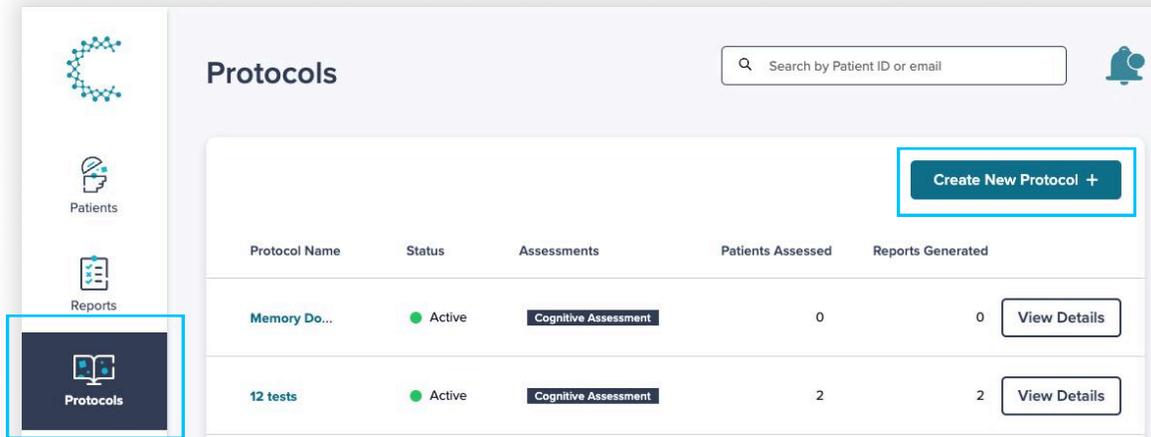
3 Name the protocol accordingly and choose relevant tasks/questionnaires. Make sure you go to **"Individual"** when selecting tasks and use the **Condition Based Research Guide** to determine which cognitive tasks to include in protocol.
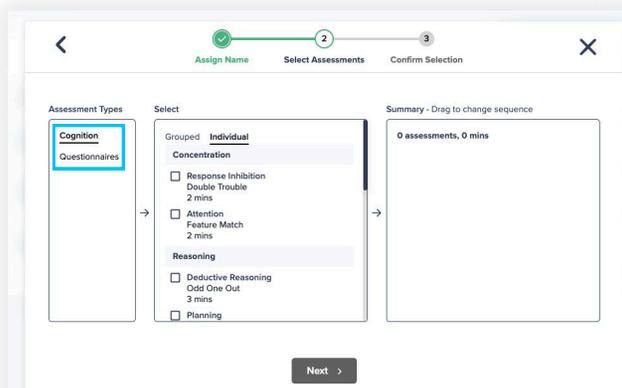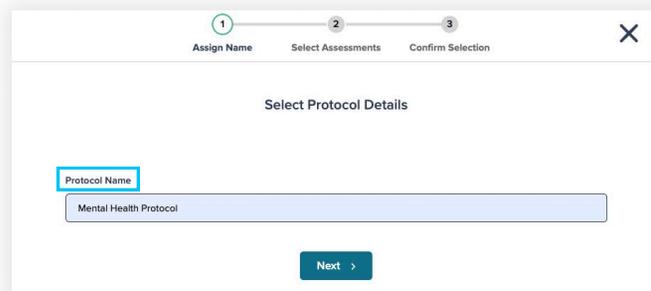
Administering a Protocol

1 Click into patient profile then click **"Start Protocol."**
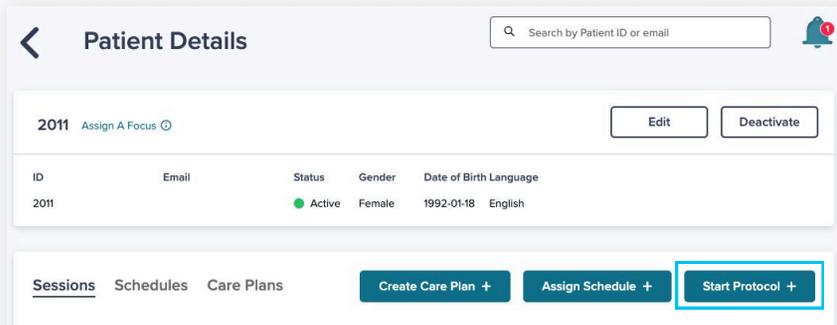
2 Select administration method → on device (in person), copy link, or send via email.
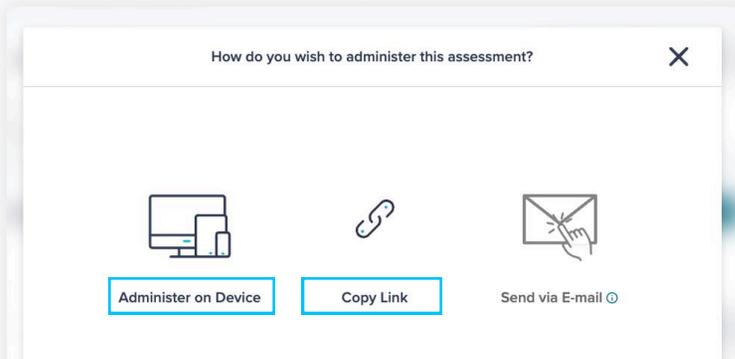
a. Copy link: generates a link for you to send via email

b. Send via email: prompts you to send the email through Creyos platform

3 Choose either **"Administer Your Own Protocol"** or **"Condition Focused Protocol."**
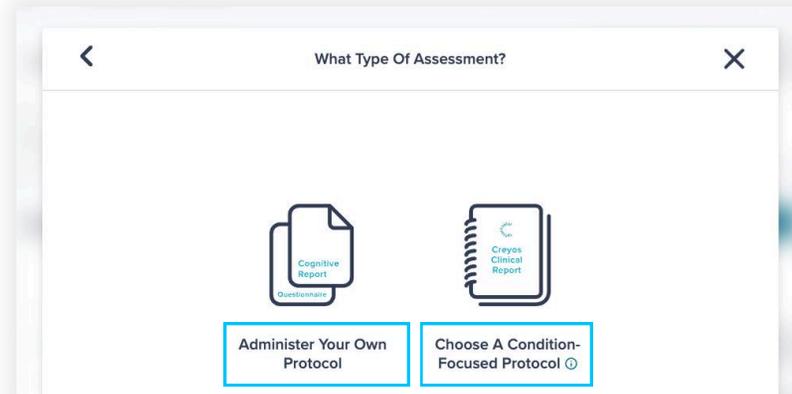
This will depend on what you are assessing.

a. For ADHD or MCI, select condition-focused protocol

b. For everything else, administer your own protocol

Accessing Reports & Notes

There are two ways to access reports and notes:

1 **"Reports"** tab (all patient reports can be found here).

2 **"Patient"** tab (click into patient profile to view their specific report and associated notes).

Creating Schedules

1 Select the **"Schedules"** tab on the left side of the Creyos interface.

2 Click "**Create New Schedule"** in the top right corner.
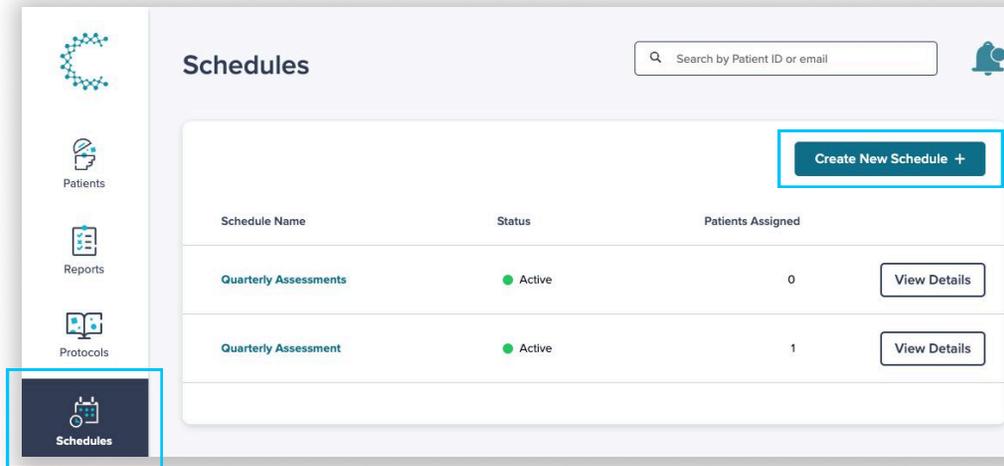
3 Name the schedule and select which protocol you want to use.
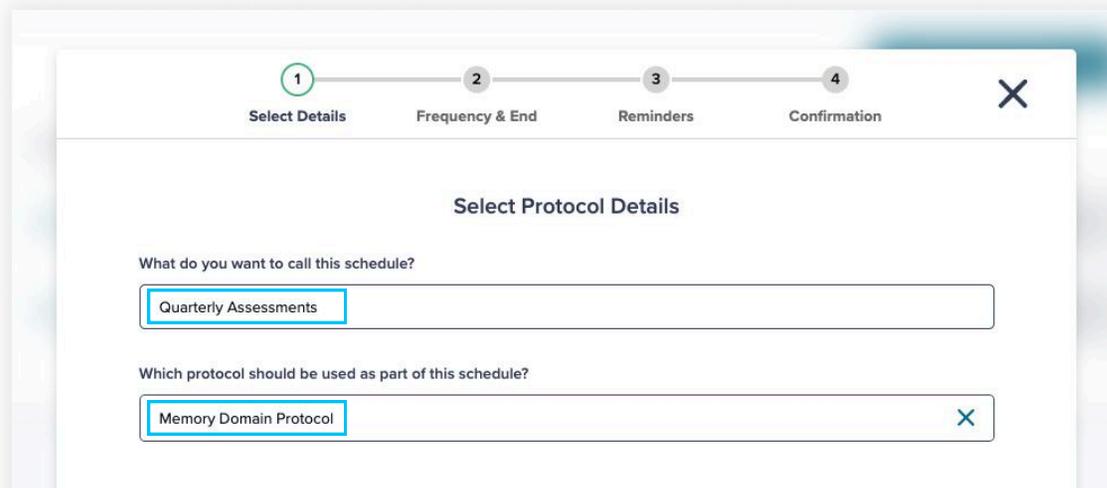
Creating Schedules (continued)

4   Determine frequency and when it will end.

5   Select if a reminder should be sent.

6   Click **"Save."**

Using Settings

1 Select the **"Settings"** tab on the left side of the Creyos interface.

2 View your personal Creyos profile or to invite other administrators/practitioners from your organization so that they can create their own login.
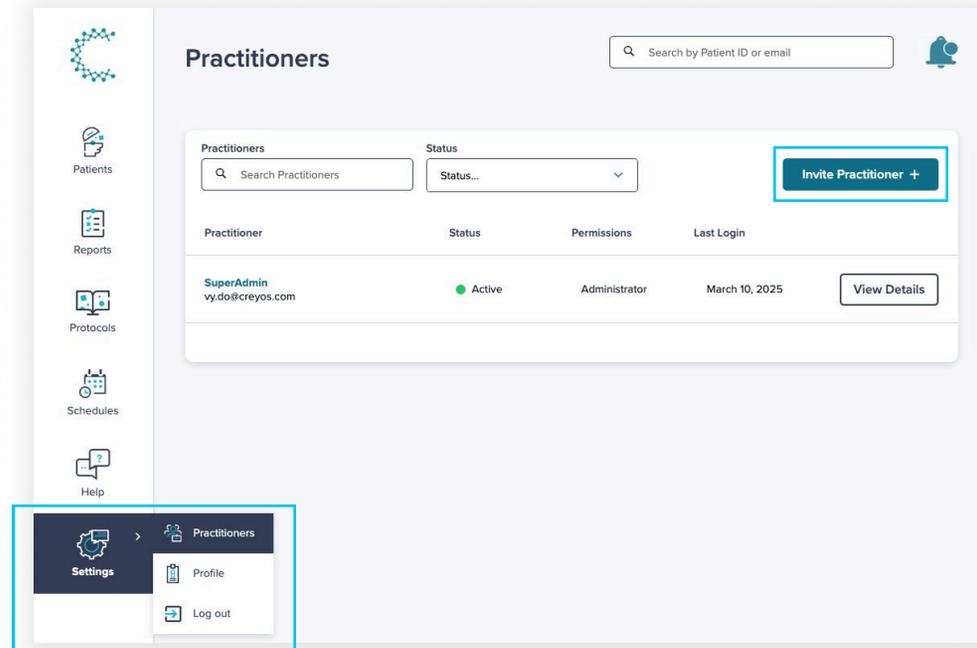
3 When inviting new members to create their login, you can make them either an **"Administrator"** or **"Practitioner."**
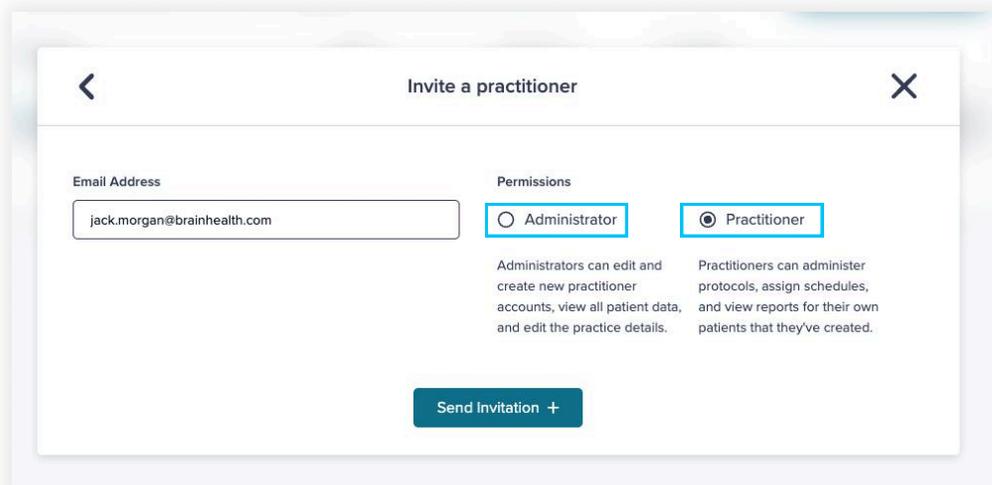
Need Further Support?

Feel free to reach out to **help@creyos.com** for assistance.