Logging in

SYNLAB

- Go to the website of SYNLAB Finland <u>www.synlab.fi</u>. In the top-right corner, you can open the login page for the **Health Folder**. You can choose your preferred language in the topleft corner.
- Log in through strong authentication with either a mobile certificate or via an online bank service. If you do not wish to use the Health Folder, you can book an appointment by calling +358 (0)10 326 3260*.

🕫 To Health Folder

Booking appointments

- After logging in, you will see your personal Health Folder view, showing the "Results", "Appointments" and "Referrals and invitations" tabs.
- Choose "Referrals and invitations" to see your open referrals that are "Unscheduled". The referral states who gave the referral (*FSHS*) and which examinations they have requested.
- To book an appointment for the referral, click "Book an appointment", which opens the appointment booking calendar.





6. In the appointment booking calendar, you can select your preferred **location**. Please note, however, that FSHS appointments cannot be made to **pharmacy locations**. 7. If you have a referral that contains many different tests, please reserve sufficient time for the appointment by following these guidelines:

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- If you are simply having a blood test, we recommend booking a **5- or 10-minute** time slot if available in the calendar. Samples from the mucous membrane can be taken during the same time slot.
- If you have a **Pap smear or a Pap smear and other laboratory tests**, please choose a **20-minute** time slot. Click on the drop-down menu and select Pap smear to book your appointment.
- If you are having an ECG test and/or a drug test, please tick the ECG and/or drug test boxes, in which case the time slot will be at least 20 minutes or a total of 40 minutes for both tests. Blood tests and/or samples from the mucous membrane can be taken during the same time slot, if necessary.
- For **fungal sampling**, please book a 20-minute time slot. You can use the ECG or Drug test option to find the right duration for your appointment. Blood tests and/or samples from the mucous membrane can be taken during the same time slot, if necessary.
- Please book a 5 or 10 minute time slot for **picking up and returning sampling containers**. Please pick up the necessary containers before having your blood test.



In the image, the user has selected an ECG test and the calendar is offering the right duration for the appointment. The duration is displayed above the calendar.

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8. Finally, click continue to confirm your appointment.



Rescheduling / cancelling your appointment

9. To view, reschedule or cancel your appointment, click "Appointments". Testing appointments must be cancelled no later than 24 hours prior to the appointment.

* Mobile phone rates to 010 business numbers depends on the contract between the caller and the telephone operator. When calling with a landline phone the charge is the local network rate.