

Region D Website Updates

A QUICK GUIDE TO UPDATING YOUR COALITION CONTACT
INFORMATION

Feature	Old Method (Manual Updates)	New System (Self-Service)
Data Source	Spread across spreadsheets, email threads, and multiple lists.	One Centralized Location.
Accuracy	Prone to human error; often outdated.	Real-Time Accuracy (Only you control your facility's data).
Emergency Use	Delays finding the correct person.	Immediate Access for Leadership.

Purpose

We are moving away from manually updating data across platforms. This new system ensures that in the event of an emergency, our leadership team can instantly access the most reliable, up-to-date contact information without delay.

This feature shifts the power to you. By taking the time to update your information, you ensure our leadership always has your facility's most current contact information!

Navigate to Login Button at the top right corner of website.



REGIOND
HEALTHCARE COALITION

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[DIRECTORY](#)

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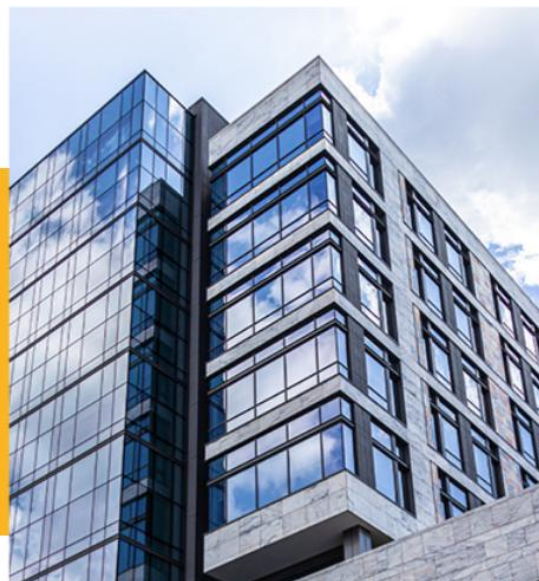
[EVENTS](#)

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**RESPONSIVE.
ADAPTABLE.
RESILIENT.**





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LOGIN

Username

Password

☐ Remember Me

[LOGIN](#)

Forgot Password

Don't have an account? [Register here](#)

Click "Register Here"

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Fill out your individual account information.

POWERED BY PARTICIPATION

Participation in the RDHC is encouraged for all healthcare providers, entities and organizations within the region who agree to work collaboratively to coordinate emergency preparedness activities. Widespread and active participation ensures that our members are fully supported, prepared, and presented with opportunities to gain valuable insight from the wisdom and experience of others. RDHC members are provided with a forum to plan and prepare for emergency situations as they collaborate to develop more effective means and better solutions for preparedness.

First Name.

Last Name.

Username.

Phone.

Email.

Enter Email

Confirm Email

Password.

Enter Password

Confirm Password

Which organization do you intend to be in charge of?

SUBMIT

GET INVOLVED

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Password •

Enter Password

Confirm Password

Which organization do you intend to be in charge of? •

SUBMIT

Important: Include the organization/facility you are representing so we can ensure your ability to edit your facility's information. Then, hit submit!

You will receive an email to activate your account.

Click on the link to activate.

Activate your Region D account Inbox x



Region D regiondcoalition@gmail.com via mail1.wpengine.com
to me ▾

Hi Sarah,

Thanks for signing up to be a Coalition Member!

Please confirm your email address and activate your account by clicking the link below:

https://regiondhealthcarecoalition.org/?gfu_activation=4395d97777195a5

If you didn't sign up for this account, you can safely ignore this message.

Welcome aboard,
Region D

 Reply

 Forward



Once activated, we will assign you (the “Editor”) to your organization.



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YOUR ACCOUNT IS NOW ACTIVE!

Your account has been activated. You may now [log in](#) to the site using your chosen username of “smores”. Please check your email inbox at [this link](#) for your password and login instructions. If you do not receive an email, please check your junk or spam folder. If you still do not receive an email within an hour, you can [reset your password](#).

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LOGIN

Username *

Password *

☐ Remember Me

LOGIN

Forgot Password

Don't have an account? [Register here](#)

Time to Login! Navigate to the Login Page.

Once logged in, hover over the “Member” button to find a drop-down menu and click “Edit Organization”.

Note: Only the designated “Editor” can see the “Edit Organization” option.



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ABOUT DIRECTORY RESOURCES GET INVOLVED EVENTS CONTACT MEMBER

Logout

Edit Organization



Information we need from you (the “Editor”).



1. Title:
Name of Facility



2. Address Line 1:
Street Address



3. Address Line 2:
City, County, and Zip code



4. Contact Information:
First Name
Last Name
Job Title
Email
Phone



5. Facility Type:
What type of
Facility are you?



6. District:
In what public health
district/county is your
facility located?

EDIT ORGANIZATION

EDITING "CLAYTON COUNTY HEALTH DISTRICT"

Title *

Clayton County Health District

Hide from organizations directory

Checked = Yes

☐

Address Line 1

example: 2750 Old Alabama Rd.

1117 Battle Creek Road

Suite / Apt / Unit

Address Line 2

example: Johns Creek, GA 30022

Jonesboro, GA 30236

Note: Option to hide from organizations public directory

Contacts

1	First Name	Amber
	Last Name	Johnson
	Job Title	Emergency Preparedness and Response Director
	Email	amber.johnson@dph.ga.gov
	Phone	404-623-5395

ADD ADDITIONAL CONTACT

Reveal contact info to other coalition members?

Checked = Yes



Note: Option to reveal contact info to other coalition members

Note: Option to add a secondary contact person for your facility

Facility Type

- ☐ Agency
- ☐ Ambulatory Surgical Center Clinic (ASC)
- ☐ Assisted Living Facility
- ☐ Clinic
- ☐ Community Mental Health Center (CMHC)
- ☐ Emergency Management Agency (EMA)
- ☐ Emergency Medical Services (EMS)
- ☐ End-Stage Renal Disease Facility (ESRD)
- ☐ Federally Qualified Health Center (FQHC)

District

- ☐ District 2 - Forsyth
- ☐ District 3-2 - Fulton
- ☒ District 3-3 - Clayton
- ☐ District 3-4 - Gwinnett, Newton, Rockdale
- ☐ District 3-5 - DeKalb
- ☐ District 4 - Fayette

UPDATE LISTING

Once all fields have been filled, click “Update Listing”.

You will receive the message “Organization updated successfully!”

EDITING "CLAYTON COUNTY HEALTH DISTRICT"

Organization updated successfully!

Title *

Clayton County Health District

Hide from organizations directory

Checked = Yes

☐

Address Line 1



REGION D MEMBER DIRECTORY

Sort by District: **ALL | DISTRICT 2 – FORSYTH | DISTRICT 3-2 – FULTON | DISTRICT 3-3 – CLAYTON | DISTRICT 3-4 – GWINNETT, NEWTON, ROCKDALE | DISTRICT 3-5 – DEKALB | DISTRICT 4 – FAYETTE**

Sort by Facility Type:

Select

Search by Keyword(s)

[SWITCH TO MAP VIEW](#)

A ONE HOME CARE, INC.

1875 Old Alabama Road
Suite 420
Roswell, GA 30076

District: District 3-2 – Fulton
Facility Type: Uncategorized

ABBAY HOSPICE

215 Azalea Court
Social Circle, GA 30025

District: District 3-4 – Gwinnett,
Newton, Rockdale
Facility Type: Hospice

ADVANCED CENTER FOR JOINT SURGERY, LLC

2000 Howard Farm Drive
Suite T110
Cumming, GA 30041

District: District 2 – Forsyth
Facility Type: Ambulatory Surgical
Center Clinic (ASC)

ADVANCED MEDICAL & CHIROPRACTIC

1720 Old Spring House Ln.
#300b
Atlanta, GA 30338

District: District 3-5 – DeKalb
Facility Type: Ambulatory Surgical
Center Clinic (ASC)



CLAYTON COUNTY HEALTH DISTRICT

Address

1117 Battle Creek Road
Jonesboro, GA 30236

Districts

District 3-3 - Clayton

Facility Types

Public Health

Contacts

Amber Johnson
Emergency Preparedness and Response Director
amber.johnson@dph.ga.gov
404-623-5395

Final thoughts

Once a year, we will ask you to login and ensure your information is updated.

If the primary point of contact is changing for your organization, we ask you to login and update that information. Then, the new person will need to make an account, activate it, and we will assign them to the organization as the new author.



Questions?
