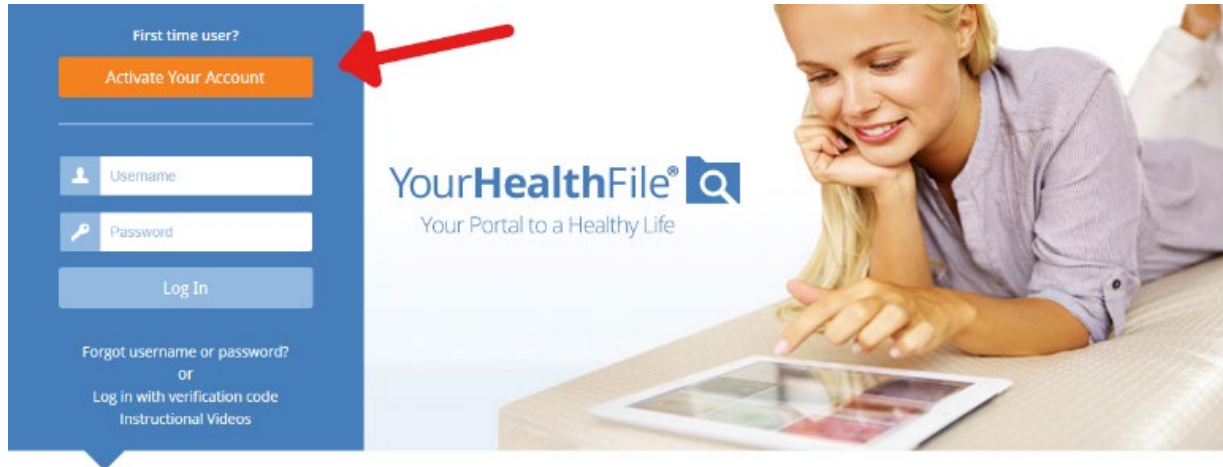


# PATIENT PORTAL INSTRUCTIONS

Welcome to your online patient portal!

1. When you first attempt to sign in with the provided username and password, please be sure to click on "activate your account"



With the YourHealthFile patient portal, your path to wellness just got simpler

Sign in or activate your account to access these features and more!


 **Profile**  
Review your personal account information, and complete forms.

 **Clinical Summaries**  
Review a detailed summary of your health record and the results of your last office visit, all online.

 **Medications**  
Review all the medications in your health record.

 **Enhanced Communication**  
Communicate with your practice via secure message system.

 **Allergies**  
Keep track of your allergies and avoid negative interactions.

 **Lab Test Results**  
Why wait for the call from the doctor's office? You can safely view the results of your lab tests online.

2. A) If you received a direct link, you will only need to provide a date of birth to begin registration.

- B) If you received a form that included a user name and password, then please continue by filling out the required fields with the provided information.

Account Information

### Account Activation

Please enter your account activation details.

\* Indicates a required field

✓ Patient's Date of Birth

09/10/1999

Activate Account

Close

Account Information

### Account Activation

Please enter your account activation details.

\* Indicates a required field

\* Username

Enter generated username

\* Password

Enter generated password

Show password

\* Patient's Date of Birth

MM/DD/YYYY

Activate Account

Close

3. Now you can create your own Username and Password as well as create your custom security questions!

Account Information
✕

**Update Account**

Please enter your desired account details.

\* Indicates a required field

✓ Username

✓ Password  
  
 Show password

\* Email Address

✓ Security Question

✓ Security Answer

User Agreement  
 I have reviewed and accept the User Agreement

4. Now you can insert your new username and password to sign in for the first time!

First time user?

Activate Your Account


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👤

🔑

Log In

[Forgot username or password?](#)  
 or  
[Log in with verification code](#)  
[Instructional Videos](#)




YourHealthFile®


Your Portal to a Healthy Life


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5. Proceed by filling out the required fields:

A)

B)

C)

Update Patient Insurance

D)

Release of Information

6. Lastly, sign to complete the registration process!

7. Congratulations! You have reached the main hub for your patient health file!

**(Hub with appointment pending)**

This screenshot shows the 'YourHealthFile' patient hub interface for a user named 'DOE, JOHN'. The page features a navigation bar with 'ACCOUNT SETTINGS' and 'LOG OUT' options. Below the header, there is a 'Welcome to YourHealthFile' message and a patient chart dropdown menu. A prominent 'E visit' button is displayed, indicating that telehealth services are available. The main content area is organized into a grid of six colored tiles: a red tile for 'View Current Charges' showing a '\$0.00 Balance Due'; a green tile for 'Schedule an Appointment'; an orange tile for 'Appointment Check-in' with a date of '07/16/2020' and time of '12:45 PM'; a teal tile for 'Review Medical Record'; a dark blue tile for 'Message a Provider' showing '0 New Messages'; and a grey-blue tile for 'Contact Us'.

**(Hub without an appointment)**

This screenshot shows the 'YourHealthFile' patient hub interface for a user named 'DOE, JOHN'. The layout is identical to the previous screenshot, but the 'Appointment Check-in' tile is absent. The grid of tiles now consists of five items: 'View Current Charges' (\$0.00 Balance Due), 'Schedule an Appointment', 'Review Medical Record', 'Message a Provider' (0 New Messages), and 'Contact Us'. The 'E visit' button and navigation elements remain the same.