



Action Required

- [You have consent form\(s\) to sign](#)
- [You have intake form\(s\) to complete](#)
- [You have new appointment message\(s\)](#)
- [You have appointment\(s\) to confirm](#)

Snapshot

Doo, Scooby
DOB: 01/01/1969

Upcoming Appointment(s)

No Upcoming Appointments

Quick Links

- [Request Appointment](#)
- [Pay My Bill](#)
- [Send Message](#)

Recent Payment(s)

Payment Date	Amount
05/04/2020	\$140.00
04/22/2020	\$1.00
04/01/2020	\$140.00
01/02/2020	\$175.00

STEP #1: Login to the Patient Portal. Then go to "Documents"



Patient Documents Patient CCD Consent Forms Intake Forms

Patient Portal Documents

Start Date: End Date: Include Deleted

+ DOCUMENT

Doctor Title Description View Status Comments Created By Action Date Active Action

No rows found

STEP #2: Once in "Documents" click [+ DOCUMENT] button



Add Document

Doctor:
 Title:
 Description:
 File: No file chosen
 Allowed file types: jpg, jpeg, pdf, doc, docx, png, xls, xlsx
 Allowed File Size: 10MB

STEP #3 "Add Document" follow prompts to add file and SAVE DOCUMENT