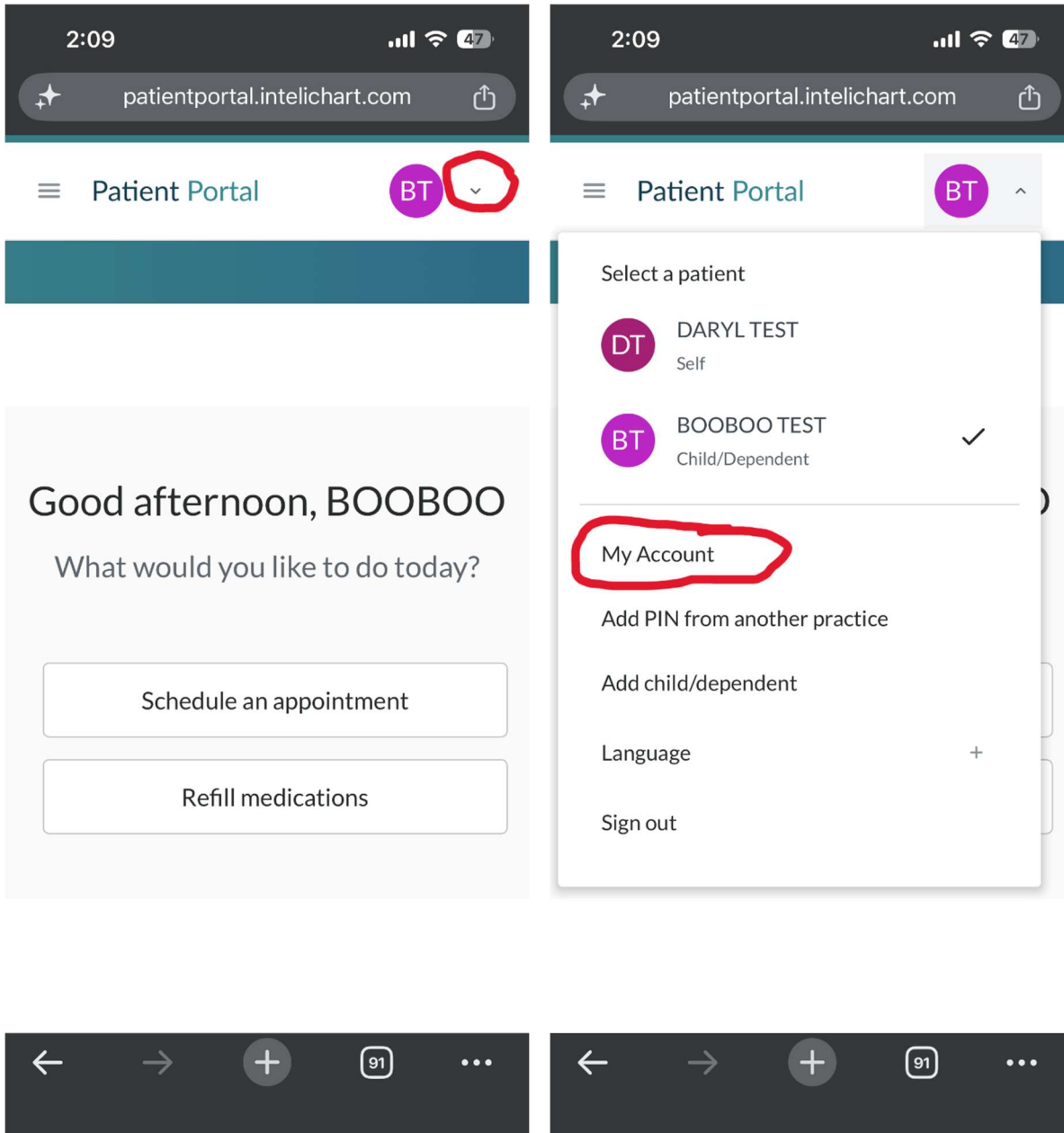
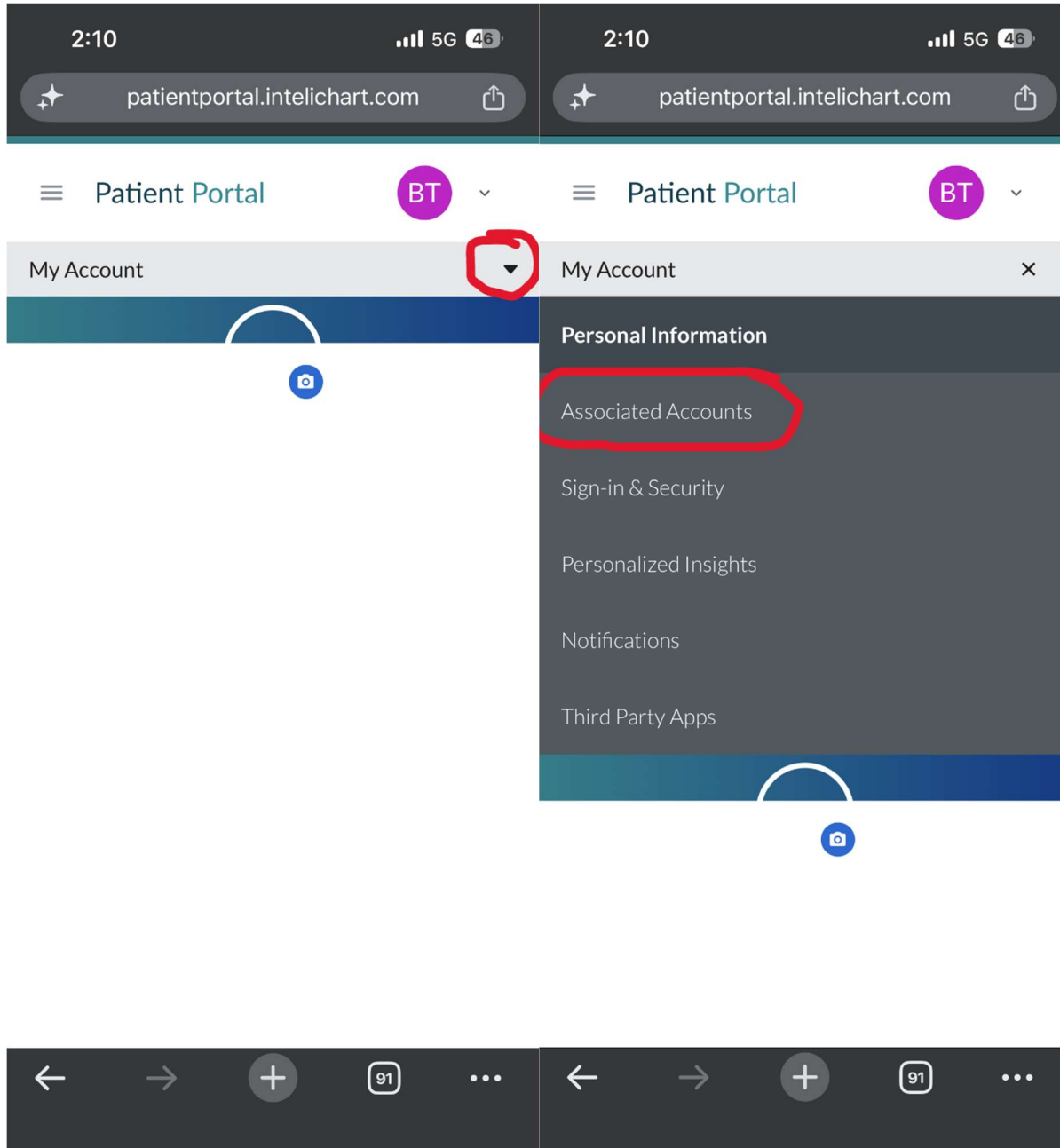


Adding a Proxy – Mobile Instructions

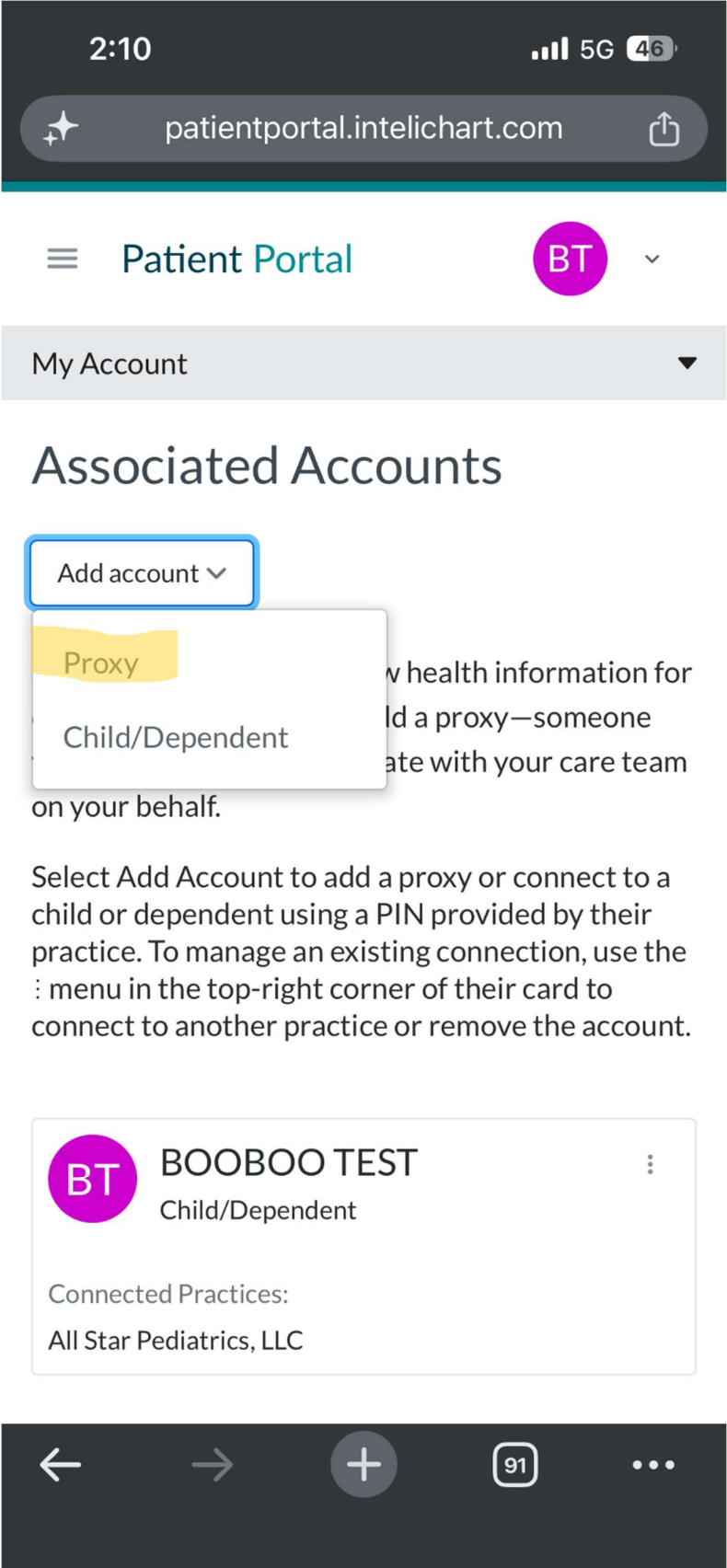
1. Patient should log in to their portal account and select “My Account” using the dropdown menu next to their initials:



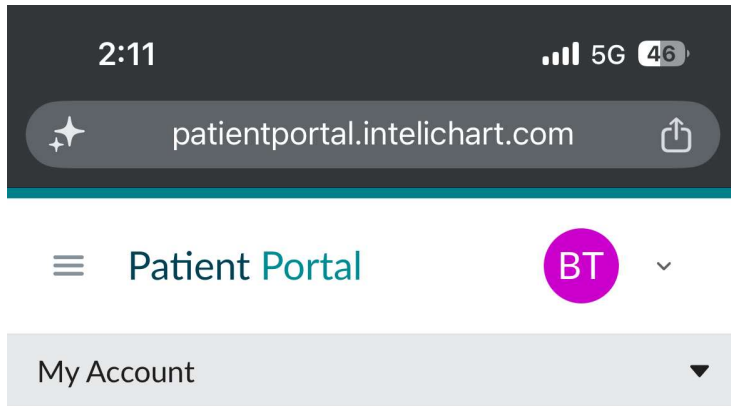
2. Select "Associated Accounts" by using the dropdown menu next to "My Account"



3. Select "Proxy" from the dropdown menu next to "Add Account"



4. Fill in the Proxy Authorization Form. You will have a choice to limit the amount of time for the person receiving proxy access if you so choose. The system will send an email to the email you provided in the form. The recipient can then follow the directions provided to gain access to the account



← Proxy Authorization Form

Proxy authorization allows you to grant permission to an individual who is 18 years of age or older to securely communicate on your behalf. In order for a proxy to obtain access, you must complete the Proxy Authorization Form.

You can terminate proxy access via written or online request, or you can revoke access within your online account. To only allow access for a specific time range, you may enter an effective date in the field provided below.

Proxy Information

First Name

