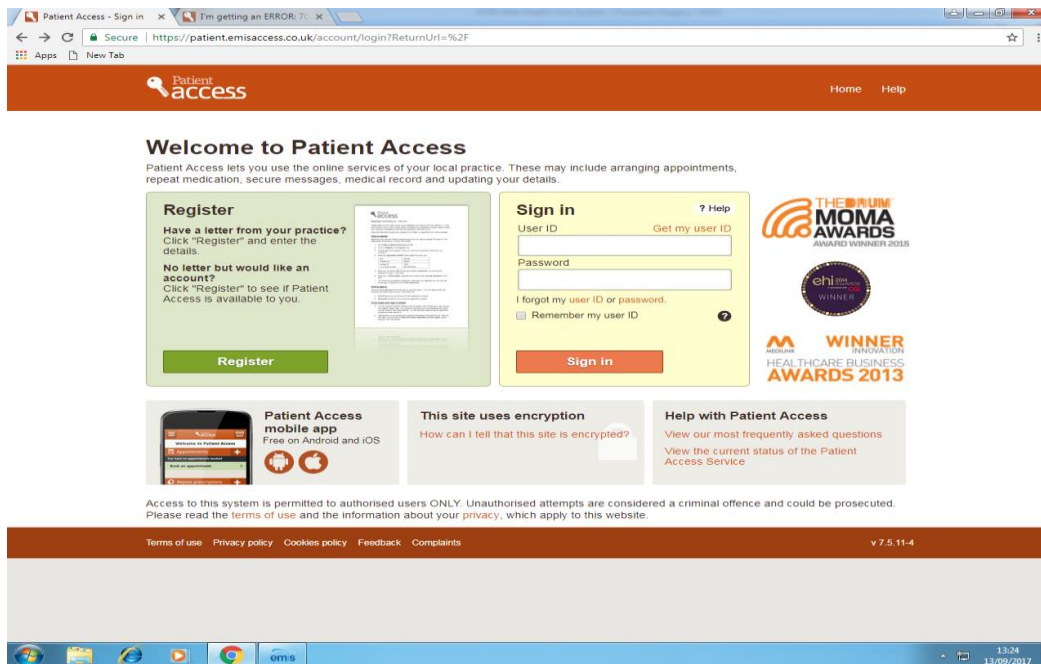


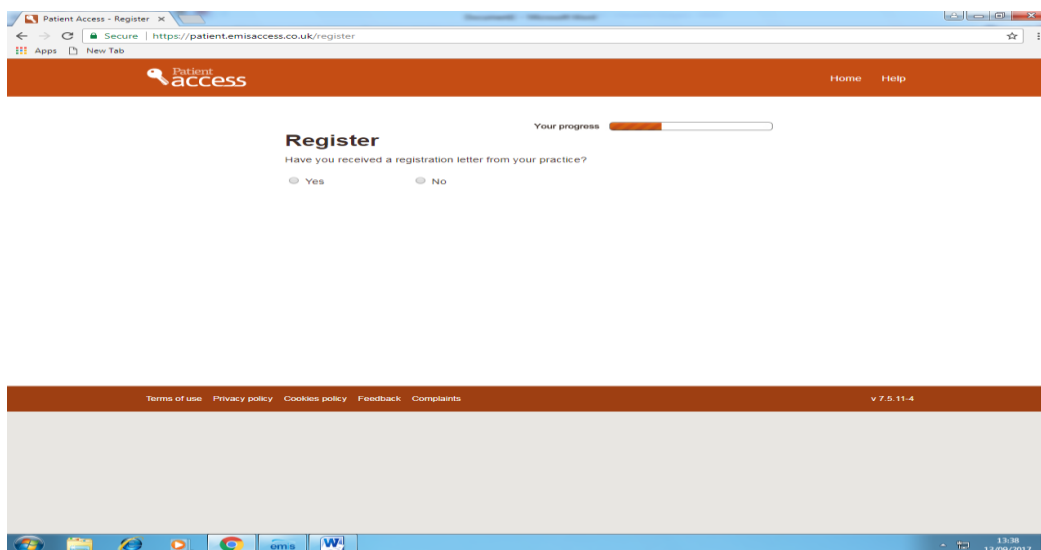
# Registering for the first time with Patient access

1. Once you have received your account details via email you will need to log onto the website by typing 'Patient Access' into your browser (eg. Google) or clicking on the patient-access link in your email. (Please ignore the details of other service providers shown on your email)

This should take you to the page shown below:



2. You can now register using the green box on the left which will take you to the next page shown below:



3. Below the question "Have you received a registration letter from your Practice", select **Yes**. (Our Practice sends an email rather than a letter).

4. You will then be asked to enter your details using the account details sent to you by email.

**TIP:** Leave your NHS number blank, this information is not required.

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5. On the next page, you will be asked to type in your personal details, create a password (this must be longer than six characters and contain at least one number and one letter) and then complete the security questions.

*If you complete the security questions, you will be able to reset your own password if you forget it in the future. If you don't complete them and you forget your password, you will need to ask your practice to reset your account.*

6. Finally, make a note of your user ID as this will be needed when you sign in to Patient Access from now on.