## How to Set Up Your Patient Portal

- 1. Once you express interest in the portal and give the staff member your email address you will get an email to set up your portal. This is a one-time set up.
- 2. You will get an email from Mosaic Health Community Health Center, if you do not see it please check your junk or spam folder.
- 3. Once you open the email, click on the orange rectangle that says "Set up Portal Account."

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Dear Lise,	
We have exciting news regarding your health care?	
As we continue in our efforts to provide you, our patients, with the highest quality of care, we are constantly looking for methods of working together with you to ensure that you are not only aware of but also involved in the maintenance and improvement of your health.	
To that end, we are proud to announce that our practice now offers you the opportunity to use the power of the web to track all aspects of your health care through our office. The Patient Portal enables our patients to communicate with our practice easily, safely, and securely over the internet.	
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Username: IsaTest1962	
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all from the comfort of your home, whenever it is convenient for you!	
By using the Patient Portal you no longer have to call the office, leave a message, and wait for a response to get the results of your lab work; those results will be available to you on the Portal. You no longer have to call with a question or concern; you can send a message to the office through the Portal are expect a prompt reply.	ıd
begin today to take an active role in managing your health care.	

4. The first screen you will see will look like this, confirm the phone number you would like the verification code sent to and click send code.



5. Once you receive the code on your phone, enter the verification code and click verify.

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6. Now you will be prompted to create a new password, enter it twice and click next.

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7. Then you will be prompted to enter some security questions.

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8. After your security questions are entered, you will get some consent forms that you need to read and agree to.

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 Now you will be in to the home screen of the patient portal. Going forward, go to <u>www.Mosaichealth.org</u> and on the bottom of the page click Patient Portal. From here you will see a "Visit the Portal" button to click and then enter your credentials each time you want to login to your portal.

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