

# OP Patient Portal: Out-of-the-Box Configuration

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The content in this article is relevant to the OP Patient Portal, powered by IntelliChart.

## Out-of-the-Box Configuration

The settings listed on this page were preset by your OP Implementation team. Practice Administrators can review the [OP Patient Portal Permission Map](#) article for a list of *all* permissions and steps for accessing and configuring settings.

## Providers and Locations

Your practice providers and locations were added as part of the out-of-the-box configuration. However, because all provider information may not have been made available, it is important to review these entries to ensure all providers for your Practice have been added to the Portal.

1. Navigate to the Access Providers window: **Navigation Panel > User Administration > Providers**.
2. Review the provider list on the left side of the window. If a provider is not listed, follow the steps in the *Add a Provider to the Practice Portal* section of the [Start Here Configuration Guide](#), to add the provider.

## Roles

The Roles functionality enables you to assign permissions to a role. When you assign a role to a user, the user has all of the permissions associated with that role. These roles were added as part of your configuration:

- OP Front Desk
- OP Clinical Staff
- OP Provider
- Either OP Portal Admin (if your Practice doesn't also have OP Notify) or OP Portal Notify Admin (if your Practice also has OP Notify)

## Message Groups

The Message Group functionality is used to set up groups to receive these messages from the OP Patient Portal, and to act upon them accordingly. These Message Groups were added as part of your configuration:

- Appointment Request
- Billing Questions
- General Messages
- Medication Refill
- Referral Request
- Document Requests

## Self-Registration

Self-registration was turned on as part of your configuration.

## Minor Age Limit

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The minor age limit is the age at which a minor account can no longer be associated with an adult. The minor age limit is set to 18 as a standard with OP Patient Portal.

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