

Intelichart Practice Portal: Activate Account

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The content in this article is relevant to the InteliChart Patient Portal.

For documentation on the OP Portal, pleaseclick here.

Version 20.16

About

All OP Practice Portal and OP Notify user accounts must be activated by the user for which they were created. Below are instructions on completing the activation of a user account. You're ready to activate your account once you have received an activation email similar to the one pictured below. After you activate your account, you'll be able to log in using the email address where you received the activation email as your user name and the password you establish in Step 2.

Welcome to your Patient Portal - Fina	I Registration Step	Ð
>> Inbox ×		
no-reply@patientportal.net to megan -	Mon, Dec 10, 2:09 PM (1 day ago)	*
An administrator for your organization has created you an accou organization's Patient Portal.	unt in the Practice Portal that accompanies	your
To activate your account, please confirm your email address by your browser	clicking the link below or copying and past	ing it into
https://practiceportaltest.intelichart.com/login/activate/10306724	2154151235234060023046147023232186	203082
OP14 Dev Enterprise		

Activate Your User Account

- 1. Click the link in the activation email to activate your account. The Activate your account window is displayed.
- 2. Complete the window with the following information:
 - Password: Enter a password, 8-30 characters, containing at least one letter and one number.
 - Confirm Password: Re-enter the password.
 - Security Question: Click the drop-down and select a Security Question.
 - Security Question Answer (field below Security Question): Enter the answer to the Security Question you selected.

Activate your account	
Please fill out the security details to activate your account.	
Password requirements	
Must be 8 to 30 characters	
 Must include at least one letter (a-z or A-Z) 	
Must include at least one number (0-9)	
Password	
Confirm Password	
Security Question	
Select a Security Question	1
Activate Account	

- 3. Click the Activate Account button. The Account activated window is displayed.
- 4. Log into the Practice Portal (which is the same access point of OP Notify) by clicking the dog into the Practice Portal







