Anytime Pediatrics: Add a New User

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Version 20.7

Overview

A practice may add a new Telehealth user, for Anytime Pediatrics, in OP when the following pre-requisites have been met.

- The practice has signed up, registered and is enabled with Anytime Pediatrics.
- The user to be added to OP is registered and has a valid user name with Anytime Pediatrics.
- The user name has been shared with the practice to be input into OP.

Add an Anytime Pediatrics User

1. Navigate to Anytime Pediatrics Correspondent record in OP: **Admin tab > Connections button**.
2. In the Correspondent table located at the top of the window, click to highlight **Anytime Pediatrics** and select the **Credentials** tab.
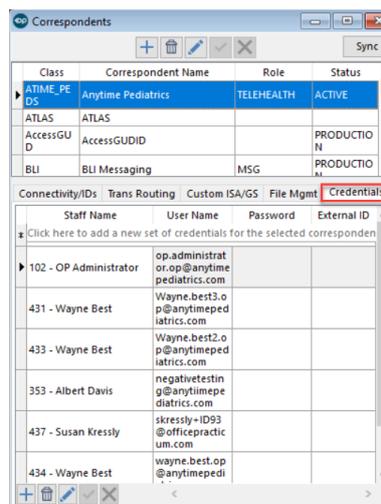
3. Click the **Add** button located at the bottom of the window.
4. Click the drop-down in the **Staff Name** field and select from the list.
5. Enter the Anytime Pediatrics user name in the **User Name** field. Password and External ID are not required.
6. Click the **Save** button.
7. Repeat the above steps to add additional Anytime Pediatrics users.