

# Reactivate Notifications for a Parent/Patient Who Has Opted-Out

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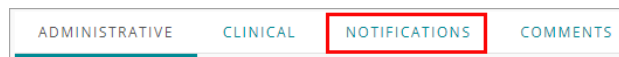
Version 20.16

## About

If a parent or patient wants to receive reminders after previously opting out, they'll need to contact the Practice so that the Practice Staff can reactivate Reminder Notifications.

## Reactivate Notifications

1. In the Practice Portal, navigate to the patient's account: **Navigation Panel > Patient Administration > search for and select the patient.**
2. Click **Notifications**.



3. In the **Type** column, locate the Reminder where the patient opted out. This is indicated with an **X**.
4. Click the **X** to change it to a **✓**.

TYPE	CALL	TEXT	EMAIL	MAIL
▼ Main Office	X	✓	✓	✓
Patient Notify ( 1 Active )	X	✓	✓	✓

5. Click the **Save** button.