

Patient Portal Set up Instructions

Step 1: Go to: <https://nextmd.com/Enroll>

Terms and Conditions

PRIVACY POLICY
Please review our Privacy Policy, which as between you and NextGen Healthcare Information Systems, LLC, its corporate parent Quality Systems, Inc. and their respective subsidiaries and affiliates ("NextGen Healthcare") governs your visit to NextGen® Patient Portal (formerly known as NextMD®), to understand our practices.

ELECTRONIC COMMUNICATIONS
When you visit NextGen® Patient Portal or send e-mails to us, you are communicating with us electronically. You consent to receive communications from us electronically. We will communicate with you by e-mail or by posting notices on this site. You agree that all agreements, notices, disclosures and other communications that we provide you electronically satisfy any legal requirements that such communications be in writing.

COPYRIGHT AND TRADEMARKS
NextGen® Patient Portal is the registered trademark of NextGen Healthcare and the website contains our copyrighted and protected material. Some material in the website is from copyrighted sources of the respective copyright claimants. Users of this material are solely responsible for compliance with any copyright restrictions and are referred to the copyright notices appearing in the original sources, all of

Click "I Accept"

I Accept **I Do Not Accept** **Print**

Step 2: Enter your Security token, DOB, and Address

Submit your enrollment validation

! FRAUD WARNING

Any person who knowingly with the intent to defraud any medical agency by concealing and filing false information for medical care or treatment may be found to have committed a fraudulent act which is a crime and may be subject to criminal and civil penalties.

Please enter your security token, date of birth and your email address. Once security token, date of birth and email address have been validated, you will be able to create your Patient Portal account. Asterisk (*) denotes required field.

* Enter security token:
[What is security token?](#)

* Enter date of birth:

* Enter email address:

I do not have an email address

Submit **Cancel**

This is the 8 digit number given by the office

Step 3: Create your Username, Password and Security Questions

Create enrollment credentials

 **FRAUD WARNING**

Any person who knowingly with the intent to defraud any medical agency by concealing and filing false information for medical care or treatment may be found to have committed a fraudulent act which is a crime and may be subject to criminal and civil penalties.

1 Create your username and password

Enter a user name and password you want to use when you login to NextGen Patient Portal. Asterisk (*) denotes required field.

* **User name:**

User name must be between 6 – 20 characters and is case sensitive.

* **Password:**

Password must be between 6-20 characters which can be a combination of letters, numbers and special characters and is case sensitive.

* **Retype password:**

2 Create your login security authorization

Choose a login security question and enter your answer. This question will be used as part of the login authorization process. You will be prompted to enter the answer for your selected question when you try to login to your account. Asterisk (*) denotes required field.

* **Select a question:**

* **Enter your answer:**

* **Retype your answer:**

3 Create your password recovery credentials

Create a forgotten password question and enter the answer. This question will be used in the password reset process. You will be prompted to enter the answer for this question in case you need to reset your password in the future. Asterisk (*) denotes required field.

* **Create a question:**

* **Enter your answer:**

* **Retype your answer:**

Final Security Question

Create a Username and Password

You will be asked this question every time you log in

Final Security Question

Sample Username, password, security questions.

Create enrollment credentials



FRAUD WARNING

Any person who knowingly with the intent to defraud any medical agency by concealing and filing false information for medical care or treatment may be found to have committed a fraudulent act which is a crime and may be subject to criminal and civil penalties.

1

Create your username and password

Enter a user name and password you want to use when you login to NextGen Patient Portal. Asterisk (*) denotes required field.

* User name:

User name must be between 6 – 20 characters and is case sensitive.

* Password:

Password must be between 6-20 characters which can be a combination of letters, numbers and special characters and is case sensitive.

* Retype password:

2

Create your login security authorization

Choose a login security question and enter your answer. This question will be used as part of the login authorization process. You will be prompted to enter the answer for your selected question when you try to login to your account. Asterisk (*) denotes required field.

* Select a question:

* Enter your answer:

* Retype your answer:

3

Create your password recovery credentials

Create a forgotten password question and enter the answer. This question will be used in the password reset process. You will be prompted to enter the answer for this question in case you need to reset your password in the future. Asterisk (*) denotes required field.

* Create a question:

* Enter your answer:

* Retype your answer:

Submit

Cancel

Finish! When you have finalized registration you will see this screen.

The screenshot shows the NextGen Patient Portal dashboard. At the top, the browser address bar shows the URL: <https://www.nextmd.com/ud2/Messages/AccountSummaryNew.aspx?Status=Enrolled>. The page header includes the NextGen Health Care logo and navigation links: HOME, MAIL, SCHEDULE, MY CHART, RENEW MEDICATIONS, RESEARCH, SETTINGS. The user is logged in as Darren Test, and the dashboard title is "Patient Portal".

The main content area is divided into several sections:

- Practice Information:** Displays "Diabetes & Thyroid Center Of Ft. Worth" with a "View Profile Page" link. A welcome message states: "Diabetes and Thyroid Center of Ft. Worth welcomes you to Patient Portal!!!! We hope this portal aids you in your communications with our office."
- Inbox:** Shows a list of messages from "Diabetes & Thyroid Center Of Ft. Worth" dated 12/02/2014.
- Upcoming Appointments:** A message reads: "For appointment information, please contact your physician's office."
- Reminders:** A message reads: "There are no reminders"
- Lab Results:** A message reads: "No Labs Data found"
- Medications:** A table lists the patient's medications:

Patient:	Medication Name:	Dosage:	Prescribed By:	Refill
Darren W. Test	JANUVIA-SITAGLIPTIN PHOS...	50 MG	Diabetes & Thyroid Center...	Refill
Darren W. Test	NIASPAN-NIACIN	500 MG	Diabetes & Thyroid Center...	Refill
Darren W. Test	NORVASC-AMLODIPINE BES...	10 MG	Diabetes & Thyroid Center...	Refill
Darren W. Test	ACTOS-PIOGITAZONE HCL	30 MG	Diabetes & Thyroid Center...	Refill
Darren W. Test	AMOX TR-POTASSIUM CLAV...	400-57MG/5	Diabetes & Thyroid Center...	Refill

What if your username already exists? If so, it will not let you proceed and you will see the red alert below.

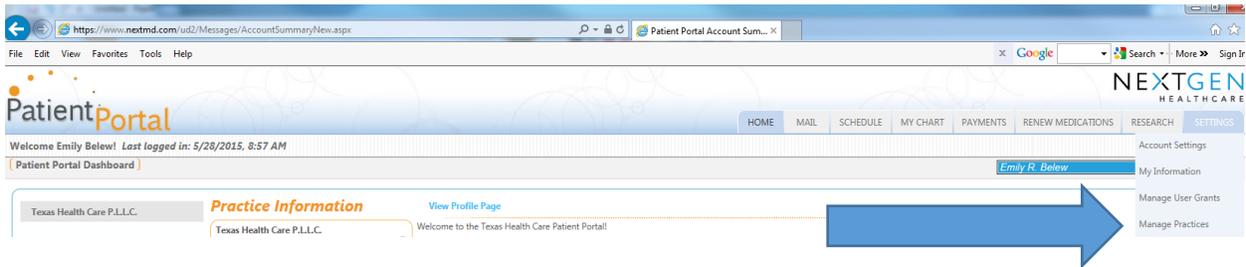
The screenshot shows the "Create enrollment credentials" form. At the top, there is a "FRAUD WARNING" section with a yellow warning icon and the text: "Any person who knowingly with the intent to defraud any medical agency by concealing and filing false information for medical care or treatment may be found to have committed a fraudulent act which is a crime and may be subject to criminal and civil penalties."

The form is divided into three steps:

- 1 Create your username and password:**
 - Enter a user name and password you want to use when you login to NextGen Patient Portal. Asterisk (*) denotes required field.
 - * User name:
 - User name must be between 6 – 20 characters and is case sensitive.
 - * Password:
 - Password must be between 6-20 characters which can be a combination of letters, numbers and special characters and is case sensitive.
 - * Retype password:
- 2 Create your login security authorization:**
 - Choose a login security question and enter your answer. This question will be used as part of the login authorization process. You will be prompted to enter the answer for your selected question when you try to login to your account. Asterisk (*) denotes required field.
 - * Select a question:
 - * Enter your answer: Please enter a security answer.
 - * Retype your answer: Please confirm your security answer.
- 3 Create your password recovery credentials:**
 - Create a forgotten password question and enter the answer. This question will be used in the password reset process. You will be prompted to enter the answer for this question in case you need to reset your password in the future. Asterisk (*) denotes required field.
 - * Create a question: Please enter a password reset question.
 - * Enter your answer: Please enter a password reset answer.
 - * Retype your answer: Please confirm your password reset answer.

At the bottom of the form, a red error message states: "User name already exists."

If so, Log into your original Username and Password and click on settings→Manage Practices



You will then be prompted to enter your token from the new provider portal, DOB, and email or last name

Enroll to the additional practice:

Please enter your security token, date of birth and your email address. Once security token, date of birth and email address have been validated, you will be able to create your Patient Portal account. Asterisk (*) denotes required field.

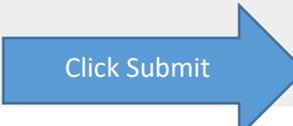
*Enter security token:

[What is security token?](#)

* Enter date of birth:

*Enter email address:

I do not have an email address



You will now be able to “toggle” between the practices as you log into NextMD’s Patient Portal.