

*This letter is to inform you about the benefits of using our online Patient Portal and providing you with the information needed for you to access your own account. The portal address is: [www.obgportal.org](http://www.obgportal.org)*

*The use of our patient portal allows you, the patient, a way to access your account and records, also allowing you a method to provide our office with up-to-date information, keeping your physician well informed about your health. Therefore, allowing our physicians and staff the opportunity to provide you with the best possible care.*

*In the patient portal you may:*

- *Access your account and view upcoming appointments*
- *Check and print all of your lab results*
- *View account statements*
- *Leave a note for us to cancel your appointment*
- *Request to make an appointment (We will call you at your convenience to schedule!)*
- *Request for your medication to be refilled*
- *Update your contact information*
- *Update your medical history*
- *Update your medication list*

*Your user name is your First name, Last name, year of birth;*

 *i.e. JaneDoe1971 Your password is obgyn380* 

*You will receive an e-mail with your username and password. Please follow the instructions to set up your account. You will be asked security questions to confirm your identity. Please be sure to change your password to one that will be private to you.*

*Please note that both the username and password are case sensitive and contain no spaces, understanding that the first letter of your first name is capitalized and the first letter of your last name is capitalized. After four failed attempts to login, your account will automatically be locked and you will be required to contact the office to have your account reset.*

*If you have any questions please feel free to contact our office. Our business hours are Monday-Friday 8:00 a.m. - 5:00 p.m. I will be more than happy to assist you.*

*Thank you,*

*OBGYN Specialists  
(478) 743-4646*