Creating & Logging into your Patient Portal Account



Creating your account

First you will need to give someone at the practice your email address so that we can send you an e-mail invitation to the portal. If you do not receive the e-mail you may need to call the practice to make sure they have the correct e-mail or you may need to check your junk folder. It will be coming from a "noreply" e-mail address which sometimes get put into the junk folder. Your patient portal account registration has been reset. By clicking the link below, you will be redirected to a registration page. Please confirm your identity by completing the form and entering your unique PIN number, shown here.

PIN Number: 875011

https://adh.mygportal.com/?destination=Account%2fRegister

******The above link to register and pin number are for a ONE TIME USE only******

If there is no PIN Number listed on email please go to allieddigestivehealth.com and click on link for portal

Please use a computer and NOT A PORTABLE DEVICE to complete the patient information form.*

After registering please access your account by visiting your practice website and following the links.

Please DO NOT reply to this email, it is an automated mail system and not monitored.

If you require medical assistance, please contact your physicians' office. If you require urgent medical assistance, please call 911.

For additional technical support, please contact our office at (732) 222-3805 ext. 1523 or 1528, Monday through Friday, 9:00 am to 4:30 pm Eastern.

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Once you receive the e-mail invitation you will notice a link and a PIN number. When you click the link it will open up another window where you will have to verify your First name, Last Name, Date of Birth and the PIN number.



Once you have successfully created your log in information, you will be brought to page to fill out your Health Information Summary. Please fill out these as best to your ability, as it will make your next visit easier for the doctor know you health history.

This does not replace the registration forms you have to fill out prior to any visit so please do not mistake this for those forms. It is just your health information summary.

When you are done filling this out you can hit submit either at the top or the bottom of the page but be sure to fill the drop down box at the top of the page with what practice you are visiting or have visited.



After filling out your Health Summary it will bring you to the portal home screen. On this screen you can access all the features of the Patient Portal. This is where you can:

- Update your Health Summary
- See messages from the practice and send / a message to the practice or your doctor /
- See documents published to account
- Check your balance or pay a bill



Logging into your Portal Account

Once you have created a portal account you will receive an e-mail when ever you have a new message or published document to your account. That e-mail looks very similar to the registration e-mail, but it will not have a PIN number. You can disregard the link in that e-mail, since you already have an account. You have two options, either google search "Allied Digestive Health" and click the first option.

Or directly type <u>https://adh.mygportal.com/</u> right into the URL to be sent straight to the website



Once you have arrived at the Allied Digestive Health home screen you will see at the top there is a link to the Patient Portal.

Once you click the link it will bring you to the log in page.



After clicking the link this log in screen should appear where you can enter the — username and password you had created earlier.

If you did not write either down and forgot one or both, you can click the "forgot username" or "forgot password" options to reset them. It will ask you to verify your First Name, Last Name, e-mail address, and DOB before asking your security question. Once you answer the security question correctly it will allow you to reset either one.

If you have any trouble with any of these please call the numbers on the e-mails you received and we should be able to help you get logged in.

