

Client Portal FAQ

What if I forgot my password to sign into Client Portal?

- Select the “Forgot your password” option on the sign-in screen and answer your security questions. You may reset your password once complete.

Where can I find a copy of my visit notes?

- Go to “My Visits” on the left-hand side of the Nav Bar
- If you don’t see your visits when the screen opens, use the arrow key on the calendar to scroll back to previous months
- You should see the name of each service ie... “Intake” and the “View Summary” button. Select the view summary to read a complete copy of each service.



OCTOBER 2024						
MO	TU	WE	TH	FR	SA	SU
30	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31	1	2	3
4		6	7	8	9	10

Date of Visit	Visit Type	Visit Summary
▶ 10/07/2024	Cap Eval	VIEW SUMMARY
▶ 10/07/2024	Cap Eval	VIEW SUMMARY
▶ 10/07/2024	Cap Eval	VIEW SUMMARY
▶ 10/07/2024	Cap Eval	VIEW SUMMARY

Where can I find a copy of my current Diagnosis?

- Select “My Diagnoses” from the left-hand side on the Nav Bar
- Listed will be all your current diagnoses in your chart. Let your healthcare provider know if any of these is no longer current.

Where can I find my labs and lab orders in my portal?

- Labs can be found under “My Attachments” on the Nav Bar