















Patient Registration Template

Purpose: Your practice has the ability to customise the Patient Registration Template. It is important you read the template and ensure this is suitable for your practice, or make amendments as needed.

[Login to ManageMyHealth Account](#) ➡ [Systems Menu](#) ➡ [Patient Registration Template](#)

1. The first page shows the activation code and instructions to the patient.
2. The second page shows the Terms & Conditions. Format as necessary.
3. Once finished, click 'Save & Preview PDF' or 'Save & Publish Template'

Systems Menu

-  **Patient Registration Template**
-  Appointment Settings
-  Setup Services
-  Appointment Message
-  Recall Settings
-  Repeat Script Settings
-  Phone Appt Settings
-  Setup Practice Directory
-  Video Consultation Settings
-  Setup Online Practice T&Cs
-  Pre-Screening Settings
-  Online Payment Settings
-  Merchant AC Setup
-  Repeat Script Fee Settings

Patient Registration Template

Health Centre VM 06 Millstone Family Practice

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ManageMyHealth

Giving you the freedom to manage your health online

[PAT_NAME]

Thank you for registering to access your health information online.

Your activation code is [PAT_ACTIVAT]
Please follow the instructions below to complete your registration:

If you are using the patient portal for the first time:

1. Go to www.managemyhealth.co.nz
2. Click on **Activate Account**
3. Enter your email address used to register for the Patient Portal at [LOC_NAME]
4. Enter the activation code above and then type in the characters you see in the picture
5. Click on **Activate**
6. Complete the form, set up your password, check the terms and conditions and click on **Complete Registration**
7. You will be sent an email to your email address. You must click on the button "Confirm your Registration" to complete your registration. If the email does not arrive, please check your spam or junk folder in the first instance

If you already registered for the Patient Portal with another practice, or registered for Beating the Blues or Medic Alert and wish to link your accounts, you must register at this practice using your existing email address then follow the instructions below:

1. Go to www.managemyhealth.co.nz
2. Log on to your ManageMyHealth Account with your existing email address and password
3. Go to **My Account**
4. Click on **View Profile**
5. Click on **My Health Centres**
6. Enter your activation code and click **OK**

[PAGEBREAK]

test

[PAT_PRAC_NAME]
[PAT_NAME]

✔ Save & Preview PDF
✔ Save & Publish Template