After you receive a registration invitation email, complete the following steps to create an account.

1. From the registration invitation email, click the link to create an account. The **Welcome to MyChildrensPortal** page will display.

2. Enter the patient’s date of birth.

3. Answer the security question.

4. Select the box to agree to the Terms of Use and Privacy Policy.

5. Click **Next, Create Your Account**. An account creation page will appear.

6. Enter the portal account user’s:
   - First name and last name
   - Email address
   - Date of birth
   - Gender

7. Create a username and password.

8. Select the box to agree to the Terms of Use and Privacy Policy.

9. Click submit to create account.

The **MyChildrensPortal** homepage will display.

Remember your username and password to access **MyChildrensPortal** in the future.

*Portal support is available 24/7 at 877-621-8014*