## **Patient Portal Account Setup and Reset**

All patients are typically registered for the patient portal at registration. You may confirm this with our front desk.

If your child hasn't been registered and you would like to sign up, we require one parent's email address and phone number. We generally use the information that was provided on the registration forms. Unfortunately, our EMR system only allows one parent to register. However, both parents may share login credentials to access.

Understand, during custody matters TLC Pediatrics will not repeatedly change patient portal account information. We ask that you have the court system state the primary parent within your final order and to provide this order to TLC Pediatrics. A helpful suggestion parent may want to create a shared email account and use this email address for portal registration.

If your child already has an account and you need a password reset; follow the following steps to do so:

1. Visit https://pediatricsbowie.com/patient-portal/



3. On the "RIGHT" side of page you'll see "LOGIN TO PATIENT PORTAL"

Click on "TROUBLE LOGGING IN"

Login To Patient Portal		
● User Credentials ○ Using Mobi	le Phone	
Luser Name		
Password		
Login Irot	uble logging in?	

4. On the "RIGHT" side of page where you'll see "TROUBLE LOGGING IN" set the radio button to "FORGOT PASSWORD"

←	- Trouble logging in ?		
	O Forgot Username ?		
	🛆 User Name	)	
	Submit		

5. In the "User Name" field put in your child's first name, last name and complete year were born. Hit submit. Example: johnsmith2000. This information not case sensitive.

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- 6. The next screen that appears should provide you with additional steps
- 7. If you have tried these steps and still require assistance, call the office at 301.352.6515