

New Patient Registration Instructions

1. Once on the website, under Schedule appointment, select an available day and time.
2. On the next page, enter the patient's information and select continue.
3. The next screen will ask if you are the patient, select (No, I'm scheduling on behalf of the patient).
4. Select the reason for the visit and the patient's insurance. If you do not have insurance, select "No Insurance" and continue. (There will be a \$50 charge for patients with no insurance).
5. Enter your information, as well as create a username and password that you will remember. Write it down or save it to your notes under contacts "Hall Telehealth" for easy access.
6. On the next page, verify the information, read the user agreement and confirm. This will take you to the log in page.
7. Enter your username and password and log in to the patient portal.
8. Please provide at least one option below for multi-factor authentication. For enhanced security, it is recommended to include both a mobile phone number and an email address for backup access.
9. Select which method you would prefer to use for authentication and submit.
10. Enter the verification code sent to your mobile phone and or email and submit.
11. Use the previous and next buttons to navigate through the registration process.
12. Electronically sign.
13. The next screen will be your home screen.
14. Please, check in to your appointment 10 minutes before the scheduled time.