

Patient Access Setup Guide

MEADOWBRIDGE SURGERY — ANDROID & MOBILE STEP-BY-STEP GUIDE



IMPORTANT INFORMATION BEFORE YOU START

- **Use the App:** It is highly recommended to use the mobile application rather than the website for the best user experience.
- **Second Device Reminder:** Have a second mobile at hand when registering to access the authentication app!
- **Northern Ireland (NI) Patients:** Use the [pink Patient Access registration link](#), which is specifically for NI patients.
- **One Email Per Patient:** Every registered patient must have a unique, individual email address.

1

Download Microsoft Authenticator

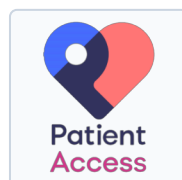
Open the Google Play Store on your Android device and download the **Microsoft Authenticator** app.



2

Download Patient Access App

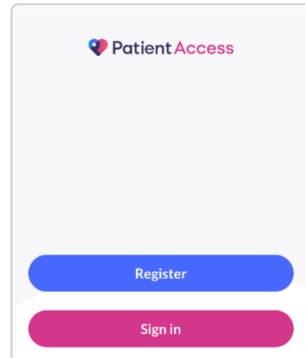
Search for and download the **Patient Access App** onto your device.



3 Register New Account on Patient Access

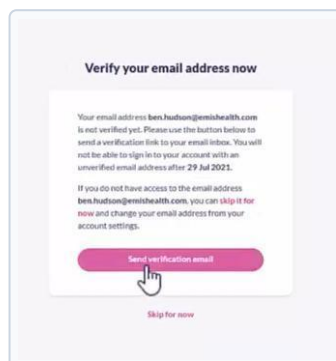
Open the Patient Access app and select **Register** to create your new account.

Tip: Remember to use the pink registration link intended for Northern Ireland patients.



4 Verify Your Email Address

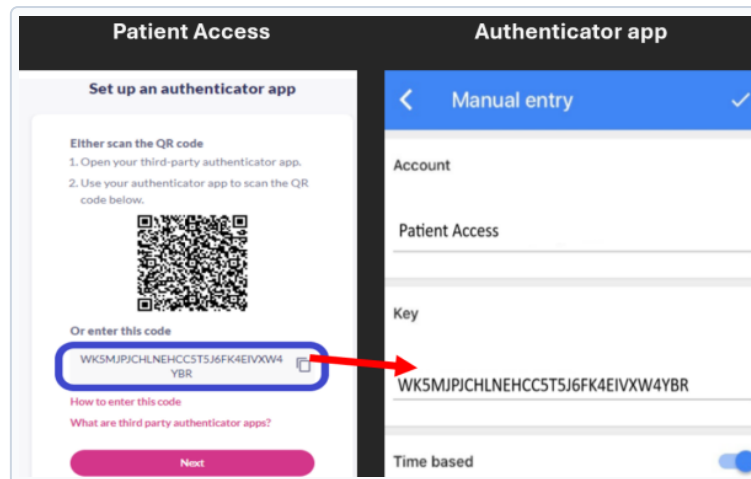
Check your registered email account inbox and complete the email verification process now.



5 Link Patient Access to Microsoft Authenticator

Patient Access now must be linked to your Microsoft Authenticator application using the following fields:

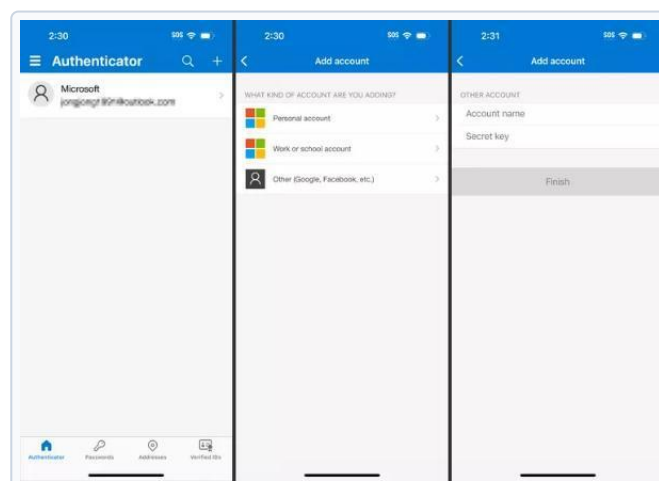
- **Account Name:** Patient Access
- **Secret Key:** Code copied from the Patient Access app



6 Configure Microsoft Authenticator App

Open Microsoft Authenticator and press the + on the top corner. Select **Add Other Account** and add the code manually.

(Unless you can scan the QR code from another device. Apple users can press and hold the QR code and save it into Passcodes to generate the 6-digit code).



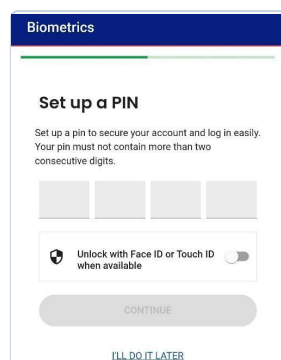
7 Enter the 6-Digit Code in Patient Access

Retrieve the current 6-digit security code generated by your Authenticator app and type or paste it into the Patient Access input fields.



8 Optional: Configure Biometrics

If you have Biometrics enabled on your device, you will have the option to set up a PIN or toggle Face ID / Touch ID to use this for every log in rather than manually checking the Authenticator app.



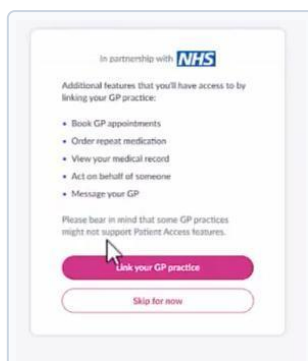
Link Your GP Practice Account Using EMIS Codes

Link your GP Practice account using the unique registration codes from your EMIS setup letter/email. You can copy and paste if you have the email on your device, or else manually input them as shown below:

Linkage Key: cEypBGddUAQx5

ODS Code: 100035

Account ID: 602333100035



You have requested access to online services.

Accessing online services

To access online services:

1. Create an account with one of the following service providers:

Service provider	Website
Patient Access	https://www.patientaccess.com
i-Patient	https://i-patient.net

2. Provide the following online services account details when prompted:

Linkage Key	cEypBGddUAQx5
ODS Code	100035
Account ID	602333100035

Your patient registration setup is complete!