



Patient Portal Representative Enrollment Information

For Parents and/or Guardians

WHAT IS MYHEALTHPOINT PATIENT PORTAL?

The MyHealthPoint Patient Portal website is an easy, secure, and convenient way for you to access your health records. With the MyHealthPoint Patient Portal you can view your health information at any time from any location with an internet connection including computers, tablets, and smartphones.

HOW DO I SIGN UP?

*****Parents/Guardians wishing to enroll a dependent in the Patient Portal will not be able to enroll at registration and will need to go to the Health Information Management Department to enroll.*****

*****Parents/Guardians will need to enroll and activate their own portal accounts prior to enrolling as a representative. *****

*****If you are enrolling as a representative for more than one account, you will need to arrange a time with Medical Records or the Informatics nurse to enroll and activate the representative accounts with assistance*****

QUESTIONS: Contact CVH Health Information Management Department (435) 637-4800 ext:4200

WHAT ARE THE NEXT STEPS?

Once enrolled, you will be sent an enrollment email or SMS message. To complete your registration, you will need to click on the link at which time you will verify demographic information, set a password, and select a security question. As a patient representative you will also need a PIN to complete enrollment, this PIN will be provided to you once your request has been processed. PIN: _____

Website address <https://castleview.myhealthpoint.lpnt.net>

PATIENT INFORMATION

Patient Name (printed): _____

Patient DOB: _____ MRN: _____ (or) Patient account number: _____

REPRESENTATIVE INFORMATION

Is the **Representative** enrolled in the Patient Portal: _____ (If no, needs to be done prior to enrollment as a representative)

Name: _____ DOB: _____

Relationship: _____ Contact Phone number: _____

Email address: _____ **OR** Smart Phone Number for Portal Enrollment: _____

Representative will need a PIN for each account/child. If there are multiple representative accounts, they must be set up and enrolled with assistance from HIM or the Informatics Nurse.

Return completed form to the Health Information Management Department

[For Hospital Use Only] *Representative Photo ID and relationship verification: Date: _____

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