

*****PLEASE READ ALL INSTRUCTIONS FOR BECOMING A PROXY*****

- 1) When you click on the link that will be emailed to you to become a proxy, you will be brought to a screen that says LOGIN or CREATE AN ACCOUNT. If you already have a FollowMyHealth account you just click on LOGIN, if you are new to FollowMyHealth then you click on CREATE AN ACCOUNT (even if you are not a patient yourself at Acton Medical) and create an account for yourself, not your child. Please do not forward this proxy email to others wishing to create an account. This invitation code is unique to the link used in the email.
- 2) From the registration screen, you can select how you would like to access FollowMyHealth with logins you may already have (Facebook, Google, Yahoo, Windows Live ID) or a secure FollowMyHealth ID (green FMH icon). Once you have entered or created a valid login you will be prompted to accept an agreement to use the login service to access The Acton Medical Patient Portal.
- 3) The final step is to enter your INVITATION CODE which is YOUR (not your child's) four digit year of birth and agree to the terms of the us.
- 4) Once you login to the system you will see in the top right hand corner a "Hello" and your name, there will be a dropdown arrow to the right of your name, by clicking this arrow you can then access your child's record by simply clicking on their name.

