



Hughenden Valley Surgeries Hughenden

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Patient Access How Register with a Letter

Now you have a registration letter, use the steps below to set up your Patient Access account.

Go to <https://app.patientaccess.com/registration>.

1. Enter the practice postcode or name of where you are currently registered.
2. Select **Search**.
3. Select your practice from the list provided.
4. Select **Continue**.
5. Below the question 'Have you received a registration letter from your practice?', select **Yes**.

Have you received a registration letter from your practice?

Yes

No

6. Enter the Linkage key (which is recorded on the registration letter).
7. Enter the Account ID (which is recorded on the registration letter).
8. Select **Confirm**.
9. Enter your personal details, then select **Continue**.
Note: The personal details must match the details held by your practice.
10. Enter your email address (please note this must be unique to your account),
11. mobile number (optional), and a password of your choice.

Note: Your password must be at least 8 characters in length, contain at least one upper-case letter, one lower-case letter and one number.

12. Select the box to accept the terms and conditions.
13. Select **Register and create account**.
Your account has been created.

Note: Your Email address will be your user name so if you share an email address with someone and both would like online access one of you will need to create a new email address.

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