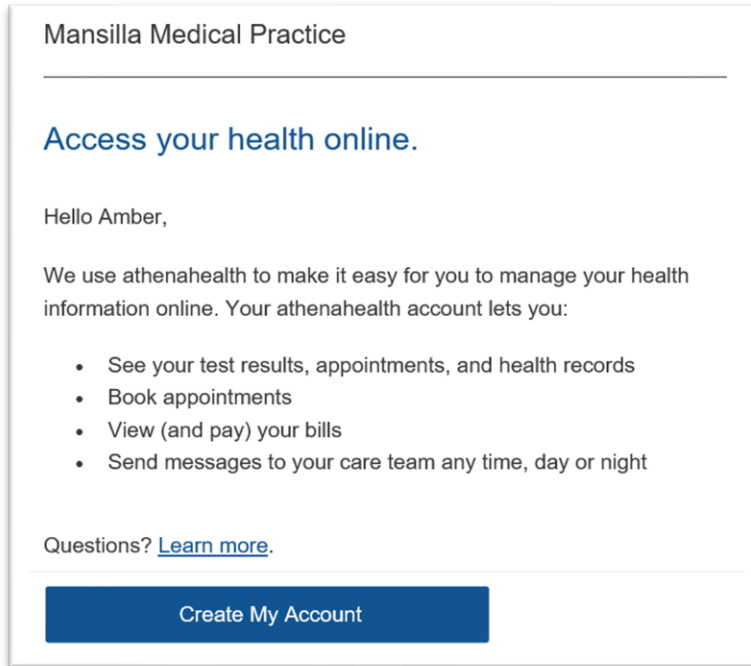


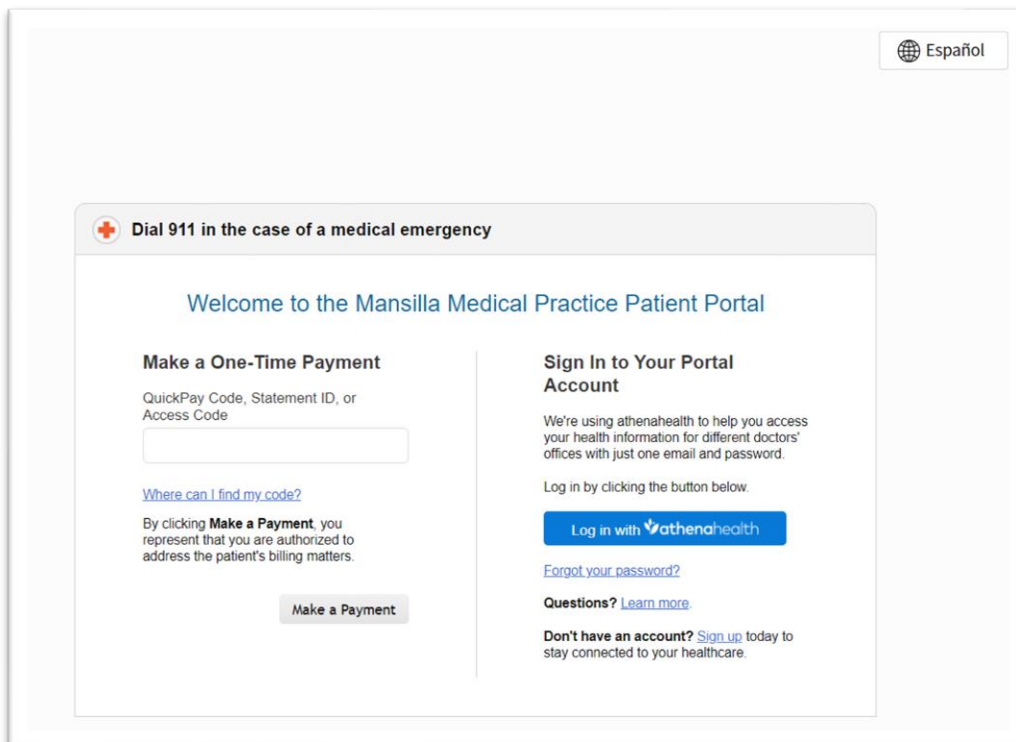


Directions on Signing up for the Patient Portal

1. Click “Create my Account” in the email sent from Mansilla Medical.



2. Select “Log in with athenahealth”





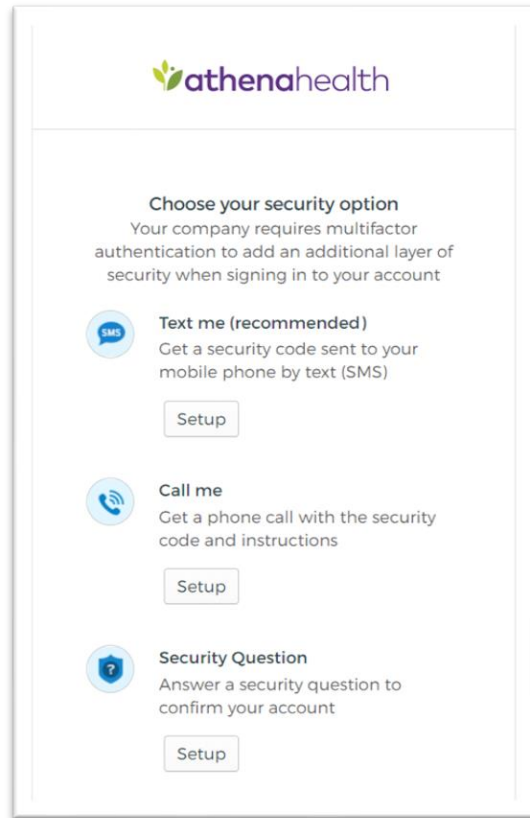
3. Sign in using your email address and the temporary password provide to you by Mansilla Medical Staff.

The screenshot shows the Athenahealth login interface. At the top is the Athenahealth logo. Below it, the text "Enter your email & password to log in to" is followed by "Mansilla Medical Practice". There are two input fields: "Email address" containing "akirkland@mpwsource.com" and "Password" containing seven dots. A "Remember me" checkbox is present and unchecked. A blue "Log In" button is centered below the fields. At the bottom left, there are links for "Forgot password?" and "Help".

4. Click "Continue" after reading about security update

The screenshot shows a security update notification from Athenahealth. The Athenahealth logo is at the top. The heading "Security update" is centered. The text below reads: "We are upgrading how you login to Mansilla Medical Practice to improve online security and access. This one-time process should take just a few minutes." Another paragraph states: "As part of this upgrade, you'll create an account that you can use to access any applications where you see the 'Login with athenahealth' button." A third paragraph says: "By clicking Continue, you agree to the Terms and Conditions and Privacy Policy of Log in with athenahealth." A large blue "Continue" button is centered at the bottom. A "Help" link is located at the bottom left.

5. Choose your security option setup between text me, call me, or a security question.

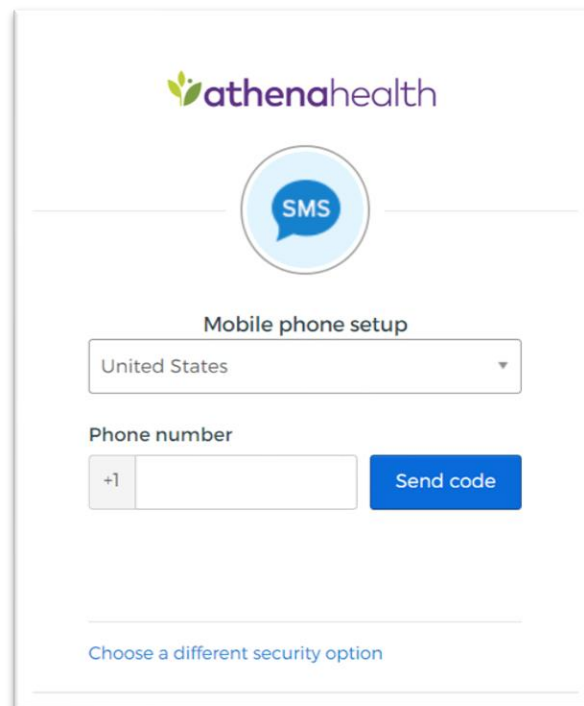


athenahealth

Choose your security option
Your company requires multifactor authentication to add an additional layer of security when signing in to your account

- Text me (recommended)**
Get a security code sent to your mobile phone by text (SMS)
- Call me**
Get a phone call with the security code and instructions
- Security Question**
Answer a security question to confirm your account

6. Enter your phone number to receive a text with your security code.



athenahealth

SMS

Mobile phone setup

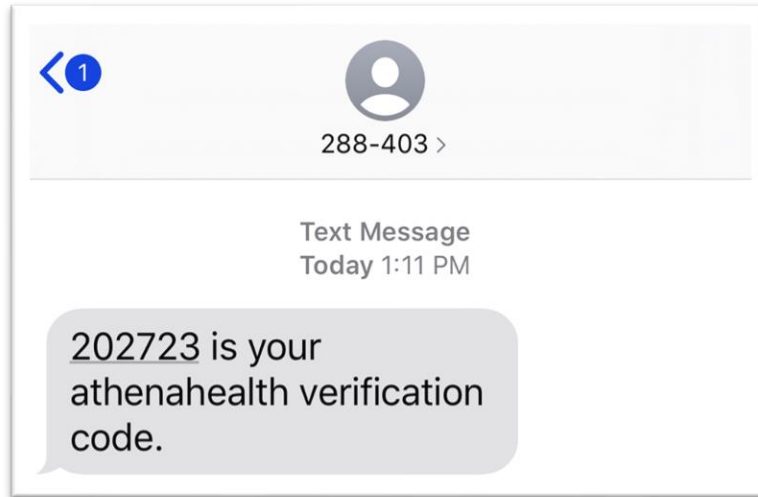
United States

Phone number

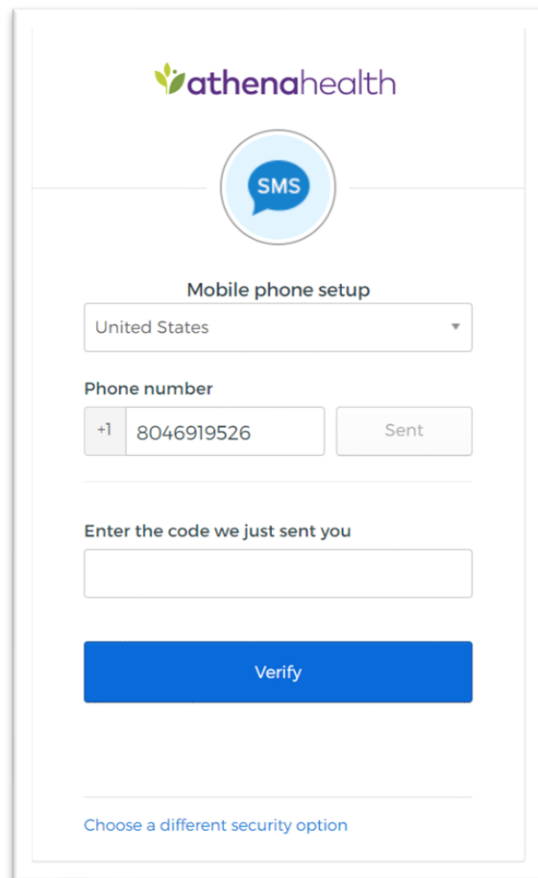
+1

[Choose a different security option](#)

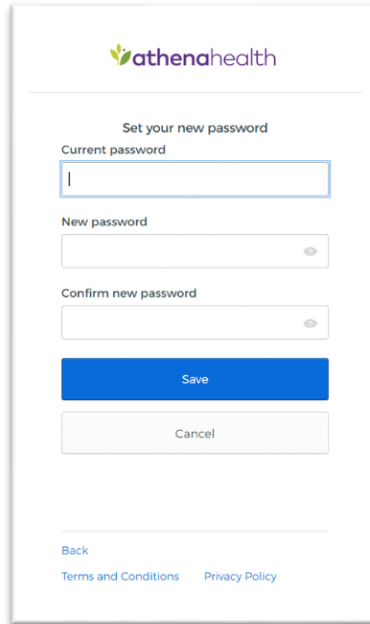
7. Security Code text



8. Enter Security Code & click “Verify”



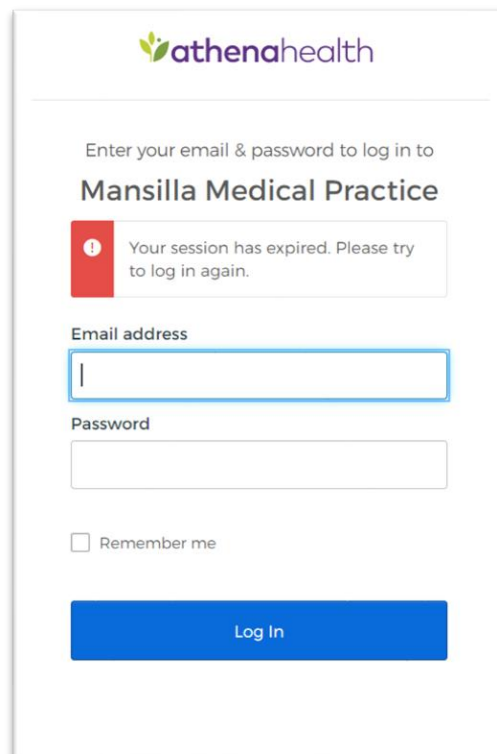
9. You will be prompted to update the temporary password to a new password.



The screenshot shows the 'Set your new password' form in the athenahealth interface. The form includes the following elements:

- athenahealth** logo at the top.
- Section title: **Set your new password**
- Field: **Current password** (text input)
- Field: **New password** (text input with a toggle icon)
- Field: **Confirm new password** (text input with a toggle icon)
- Buttons: **Save** (blue) and **Cancel** (grey)
- Footer: [Back](#), [Terms and Conditions](#), and [Privacy Policy](#)

10. After you have saved your new password you will be need to log back in using your new password



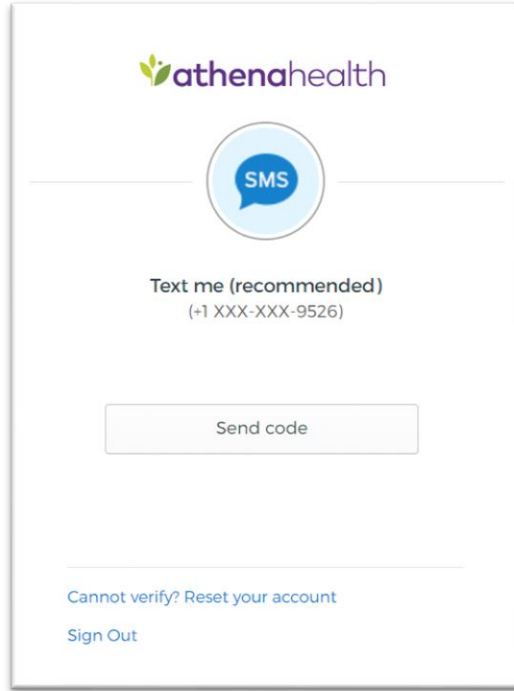
The screenshot shows the login form in the athenahealth interface. The form includes the following elements:

- athenahealth** logo at the top.
- Text: **Enter your email & password to log in to**
- Section title: **Mansilla Medical Practice**
- Message box: **Your session has expired. Please try to log in again.**
- Field: **Email address** (text input)
- Field: **Password** (text input)
- Checkbox: **Remember me**
- Button: **Log In** (blue)

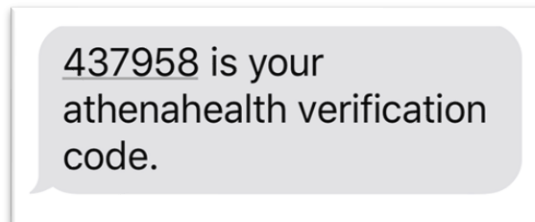


Mansilla Medical

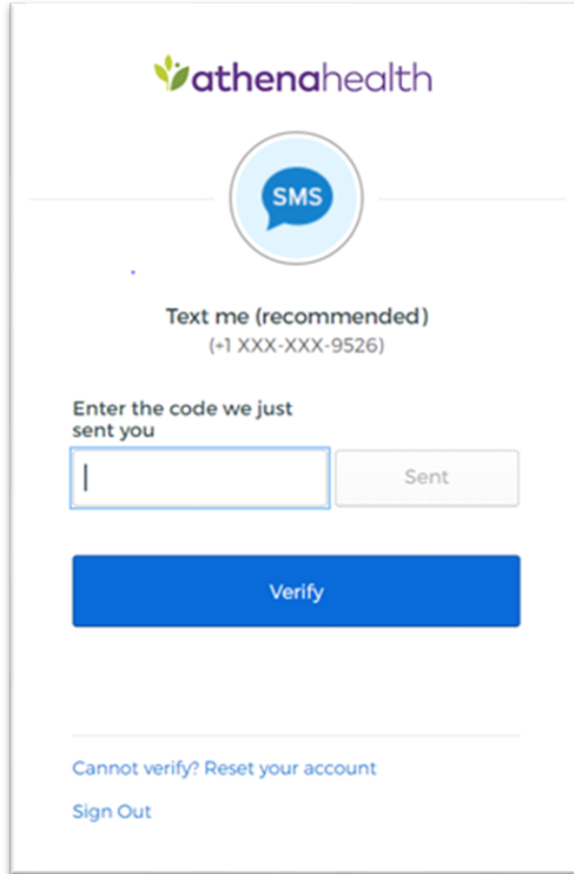
11. Request a new security code be sent via text.



12. New security code will be sent.



13. Enter new security code & select “Verify”



athenahealth

SMS

Text me (recommended)
(+1 XXX-XXX-9526)

Enter the code we just sent you

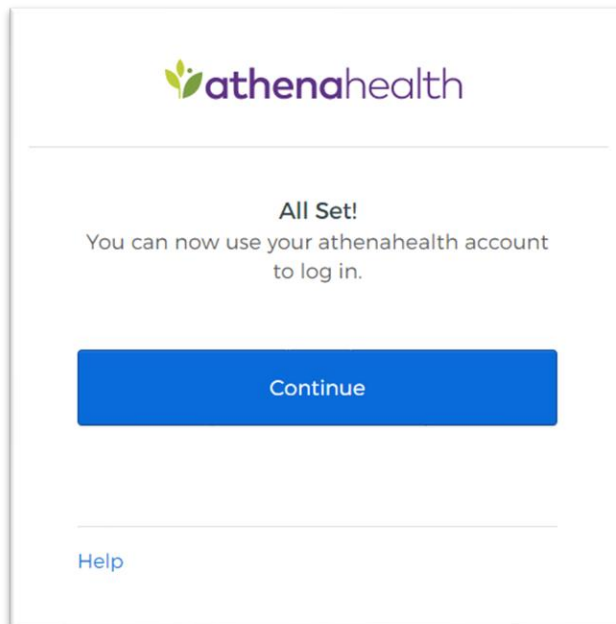
Sent

Verify

[Cannot verify? Reset your account](#)

[Sign Out](#)

14. Click “Continue”.



athenahealth

All Set!

You can now use your athenahealth account to log in.

Continue

[Help](#)

15. Check to accept the Terms and Conditions then select “Continue”.

Terms and Conditions

Please review the updated Terms and Conditions.

Mansilla Medical Practice

Patient Portal Terms and Conditions

These terms and conditions constitute a binding agreement between you and Mansilla Medical Practice ("we," "us," or "our").

The Patient Portal is an Internet service that allows our patients to: communicate with us; access their health records; request or reschedule appointments; view and update personal information; request prescriptions; receive test results; read patient educational material; view statements; pay bills; and access related services and content.

I accept the Terms and Conditions

[Continue](#)

16. Welcome to the patient portal!

VA - Mansilla Medical Practice ¿Preferir en español? Messages AK Amber

- Home
- Appointments
- My health
- Billing & payments

Good afternoon, Amber!

Appointments

Need to schedule a new appointment? [Schedule Now](#)

Messages

Have a question for your provider?

i Call 911 if you are experiencing a medical emergency.

Once you have visited us, you can message your provider here.

Billing Summary