



Registration information for: Donald Duck

Please keep this form safe until you have registered your account and then destroy it. In the event that this form is lost or stolen before completing the registration process, please contact your practice immediately so that they can generate a new one for you.

Enter the information exactly as it appears on this letter, or registration will not be accepted.

How to register

Before you can use your Patient Access account you will need to register the account. The steps below will guide you through the process.

1. Go to <http://www.patient.co.uk>
2. Click on **Register** in the Register box.
3. Answer **yes** to the question 'Have you received a registration letter from your practice?'
4. Enter the **registration details** shown below and click next.

PIN	
Practice ID	
Access ID	
Your NHS Number	

5. Enter your surname, date of birth and choose a **password**. You will use this password to sign in. Click next.
6. Enter your **contact details** (optional) and choose some **security questions**. Click next.
7. You have now successfully registered. Note down your **User ID**, you can now use this to sign in along with your chosen **password**.

How to sign in

Once you have registered for the service you can then sign in. You will need to enter the following information each time you use the service:

- **User ID** (given to you at the end of the registration process)
- **Password** (chosen by you during the registration process)

If you forget your sign in details

- You can use the Forgotten Password and Forgotten User ID features to help recover your details. Please note: Your practice must have your e-mail address and mobile number stored to use these features. You can also add these during the registration process and after signing in.
- Alternatively you can contact your practice to generate a new letter for you. With the new letter, you will need to **follow the whole registration process again**, before signing in with new details.