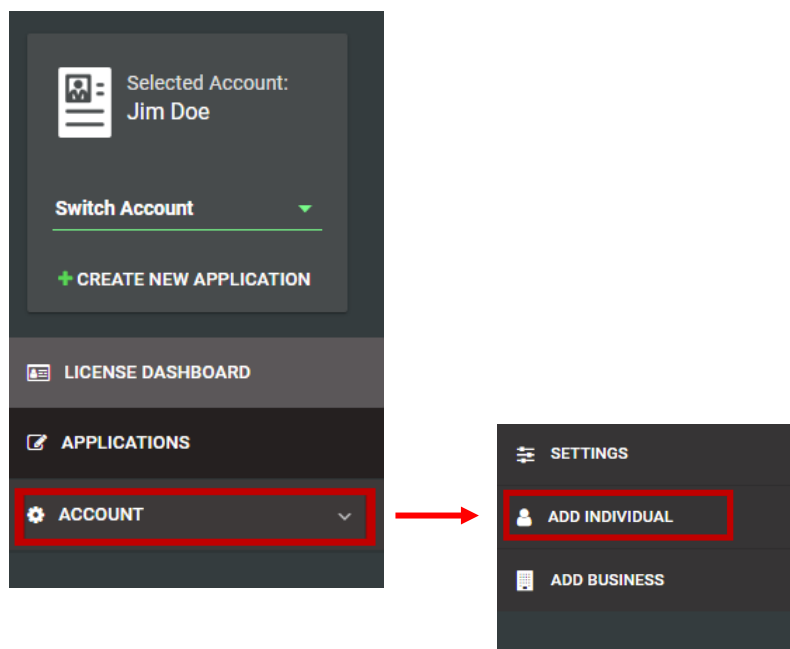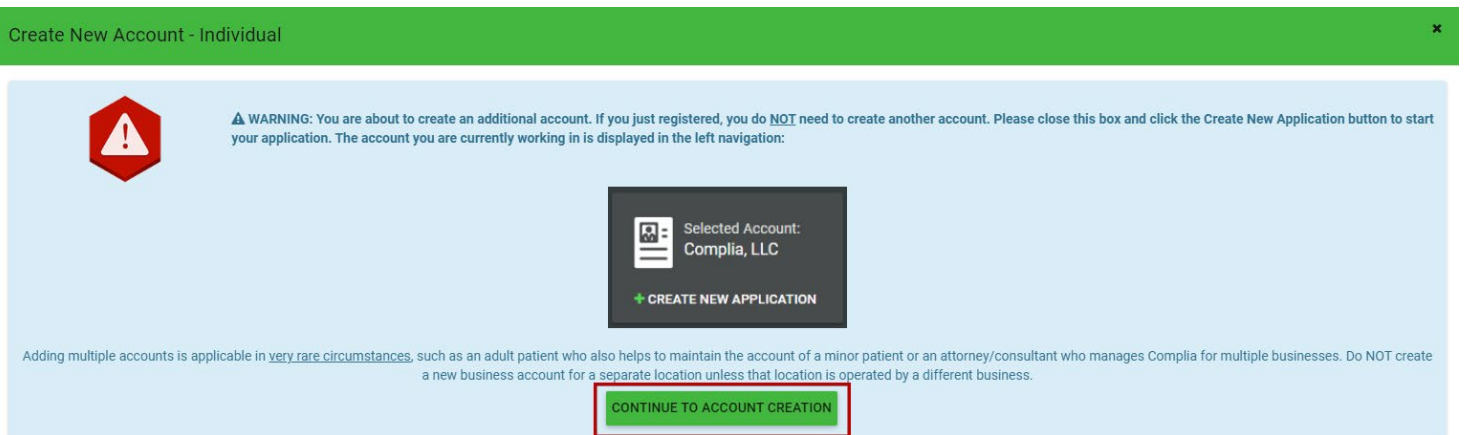## Adding an Individual to Your Account

Note: It is recommended that you use Google Chrome as your internet browser because other browsers may not work properly with the Patient Registry website.

1. Click on **'Account'** then **'Add Individual'**.

2. A menu will pop-up, click **'Continue to Account Creation'**.

NOTE: Add an individual to your account only when applying as caregiver for a minor or when you have several relatives sharing the same email.

3. Fill out the **New Account** information with the individual's **Legal First Name**, **Legal Last Name**, **Social Security Number,** re-enter **Social Security Number**, **Date of Birth,** re-enter **Date of Birth**, **Phone Number**, and **Email**.

4. Click **'Create Account'**.

Switching Users on Your Account

After adding a new individual to your account, you can easily switch between these user accounts:

1. Click the **'Switch Account'** drop down menu.
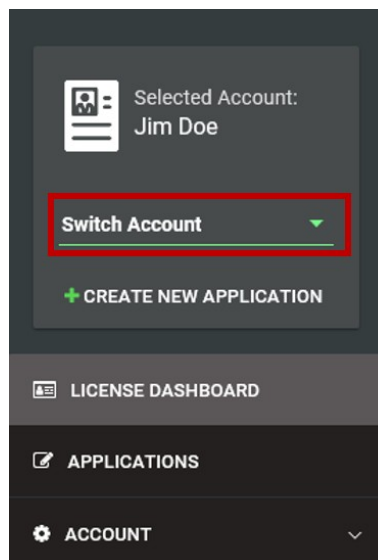
2. Select the individual you want to switch to.

James Doe

Jane Doe

JoJo Doe

John Doe

John Doe Inc

3. Click **'Yes'** to confirm that you want to switch to a different account.

Are you sure you want to switch to a different account?

NO   YES

4. You can confirm that you have switched users by looking at the **Selected Account**.

Selected Account:
JoJo Doe