## **OnPatient FAQ: How do I remove a representative?**

07/24/2024 7:00 pm EDT

A representative on OnPatient is an individual who may access the patient portal of another patient. This is used for patients who may have difficulty accessing or managing their patient portal. You may not want or need a representative permanently. Removing your representative can easily be done by following the steps below.

To remove your representatives, begin by clicking your name to view your profile. Then click **Representatives**.

© onpatient	Appointments	Doctors	Billing	Messages	3	Document	ts	Health Profile	<b>→</b>	Laurie Sample	۵
Settings										Representat	tives
My Email						м	ly Pas	ssword			
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My Name						F	HIR A	PI Application Management		API Document	ation
Laurie Sample				E	Edit	0	applio	cation		Ed	lit

On your representative management page, select **Who represents me**. To remove someone, select the **Remove** button next to their name.

My Representa	tives		
Whom I represent	Email address		
Who represents me			
	Search		
	Name	Doctor	
	Michelle Harris	Dr. James Smith	Remove

Click the red button to confirm the removal of the representative.

My Representat	tives		
Whom I represent	Email address		
Who represents me			
	Search		
	Name	Doctor	
	Michelle Harris	Dr. James Smith	Michelle Harris will no longer represent me with Dr. James Smith Cancel