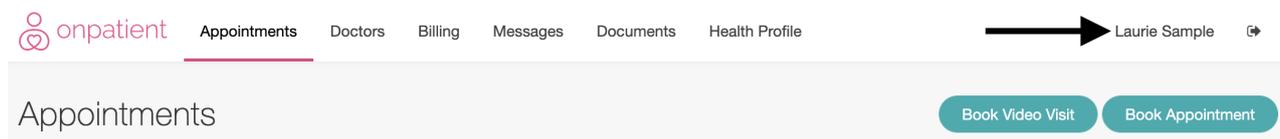# What is the Representative option used for?

Your patient can designate a representative role for their OnPatient account.

This option can be especially useful for parents/guardians who want to manage health records and doctor/patient communication information for their minor children.
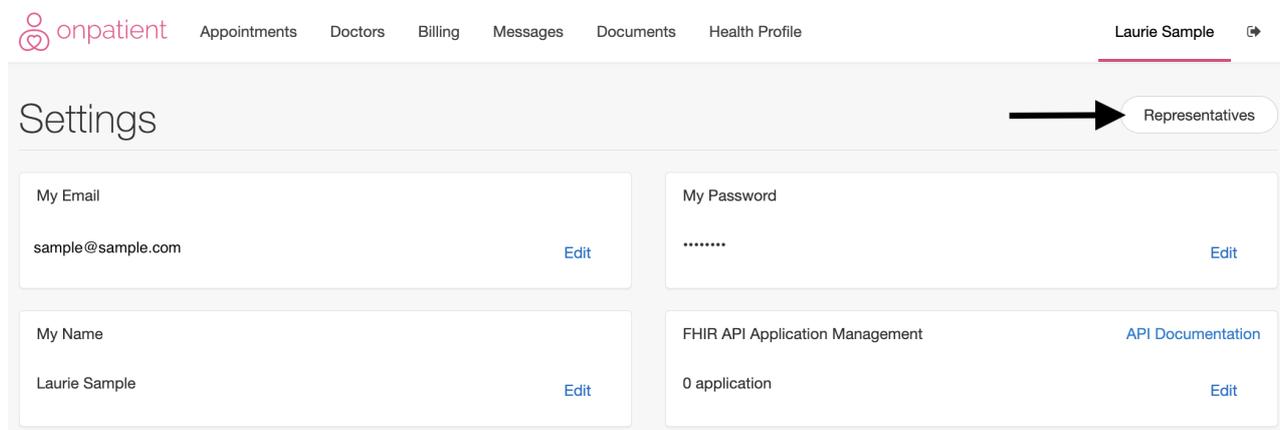
Please note: Both users must have an existing account with OnPatient.

1. Log in to the onpatient account of the person you are trying to gain access to.

For example, if a parent is trying to gain access to their child's account, they will need to log in to their child's OnPatient account using their email address and password. Once logged in select the patient's name at the top right corner.

2. Select **Representatives**.

3. Select the option **Who Represents Me** and enter the email address of the person trying to gain access to the account. Click the **Search** button.

4. Once OnPatient recognizes the Parent/Guardian's or other representative's email address, select the green **Allow (Representative's Name) to Represent me with (Provider's Name)** button.

My Representatives

Whom I represent	Email address
Who represents me	

Search

Allow Edward James to represent me with Doctor Chrono   Cancel

Name	Doctor	
Jenny Harris	Doctor Chrono	Remove

5. Once approved, the representative's name will appear in the section. Click **Remove** to delete a person from the representative list.

My Representatives

Whom I represent	Email address
Who represents me	

Search

Edward James now represents you with Doctor Chrono   ×

Name	Doctor	
Jenny Harris	Doctor Chrono	Remove
Edward James	Doctor Chrono	Remove

After they have been set up, representatives can send messages on behalf of the person they represent and access the Health Profile of the person they represent.

Messaging

Inbox

Starred

Sent

Archived

Recipient

Doctor Chrono (on behalf of Jenny (Jen) Harris) ⌄

Subject

Message

Attachment

Click or Drop attachment here to upload

Send Message

They can click on the name of the person they represent to access their Health Profile.

My Representatives

	Name	Doctor
Whom I represent		
Who represents me	Jenny (Jen) Harris	Doctor Chrono

Laurie Sample

Problems

Allergies

Medications

Labs

Complete Profile

James Smith

● All Appointments
○ Custom date Range
○ For The Date

Access Log

Send CCDA to jane@example.com   ☐ Encrypt   Send   Download PDF   Download C-CDA

Patient Health Summary

Patient	Jenny Harris		
Date of birth	February 11, 1980	Sex	Female
Race	White	Ethnicity	Not Hispanic or Latino
	Unknown		
Contact info	Primary Home: 328 Gibraltar Ave Sunnyvale, CA 94040, US Tel (Primary Home): (844) 569-8628 Tel (Work Place): (650) 555-5555 Tel (Cell): (650) 215-6343	Preferred Language	English (en)
		Patient IDs	HAJE000001 2.16.840.1.113883.3.7621 111-11-1111 2.16.840.1.113883.4.1

Document Created October 15, 2020, 15:21:05, EST
Care provision   from August 13, 2020, 08:40:15, EST to October 15, 2020, 15:21:05, EST
Performer (primary care provider)   James Smith
Author   James Smith
           225 Schilling Circle
Contact info 21212, MD Baltimore, US
           Tel (Work Place): (443) 555-5555
Document maintained by
Contact info   Work Place: 225 Schilling Circle 21212, MD Baltimore, US Tel (Work Place): (443) 555-5555

Table of Contents