

# How to Register for the Patient Portal

The Patient Portal will allow you to securely access upcoming appointments, required forms, your immunization record, certain lab results, educational notices regarding your health, and communication from URI Health Services.

Please take a moment to register.



## Steps to Register/Login for the Patient Portal

1. Go to [health.uri.edu](http://health.uri.edu) and click on the Patient Portal tab.
2. Click on "Sign Up" if you have not previously registered or "Login" if you have already registered for the Patient Portal.
3. Enter a username — we suggest you use your Student ID # ("100" #).
4. Enter University ID (your "100" #).
5. Click Submit.
6. You will be prompted to create a password. Your password must be at least 8 characters, a combination of letters and numbers, and at least one upper case letter.

**\*\*** If you receive a message stating the username is already in use, click on the "Forgot Password" link. Type in the email address that URI has on record for you (most likely your [my.uri.edu](mailto:my.uri.edu) email address unless you have changed it). An email will be sent to that email account. Please click the first link in the email and follow the instructions.



## How to Upload Your Insurance Card

1. Log into the Patient Portal by visiting [health.uri.edu](http://health.uri.edu) or from the link in your appointment reminder email.
2. From the menu list at the top of the screen, select Insurance.
3. Under Upload Card, click Front.
  - From a mobile device, your camera will turn on – take a photo of the front of your insurance card. [Click Upload](#).
  - From a computer, browse your files to find the image of the front of your insurance card. [Click Upload](#).
  - Repeat for the back of your insurance card.

## How to Access Your Immunization Record

Log into the Patient Portal.

- Click on the Immunizations tab.
- Click on the Print History tab.
- A pdf of your immunization record will appear. You can save and/or print this document.

If you have any questions, please call [401-874-2246](tel:401-874-2246).