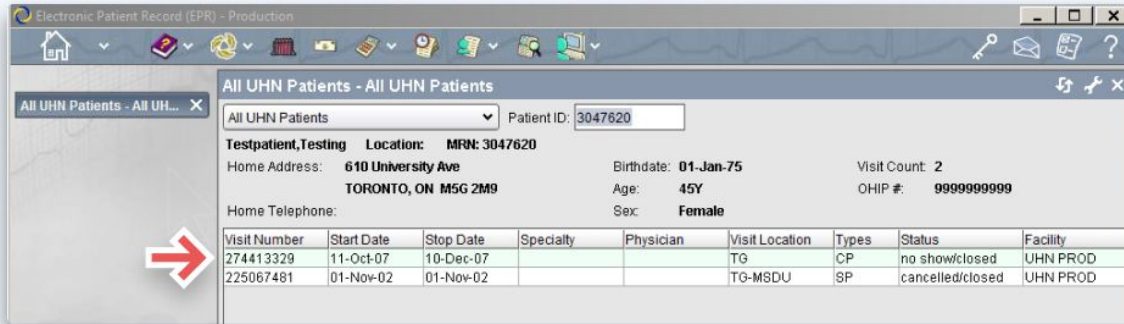
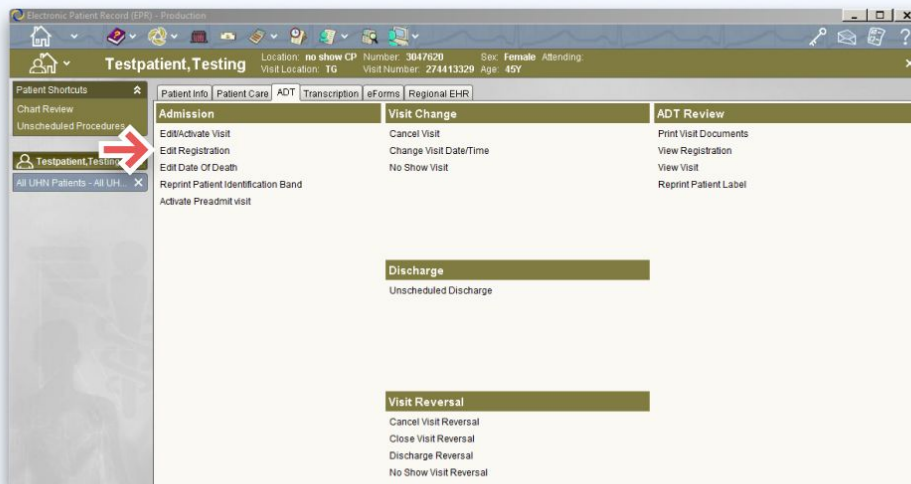


Instructions: Entering Patients e-mail address into EPR

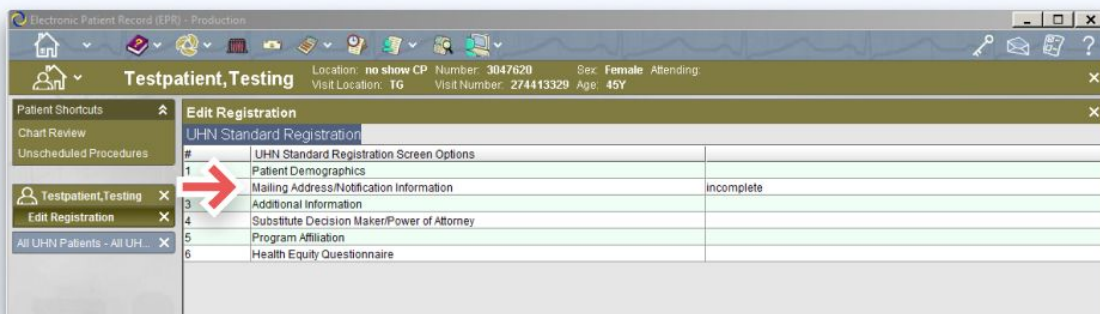
1. For that patient, click any visit



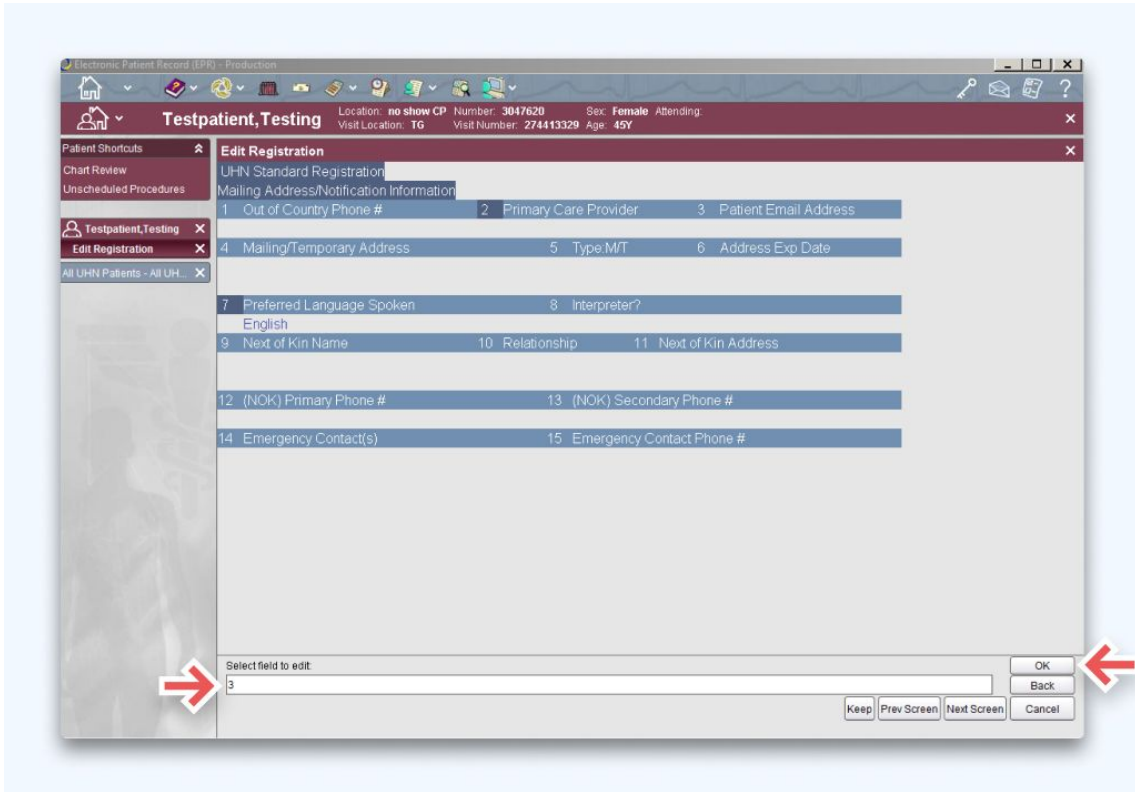
2. Under the ADT Tab, click on **Edit Registration**



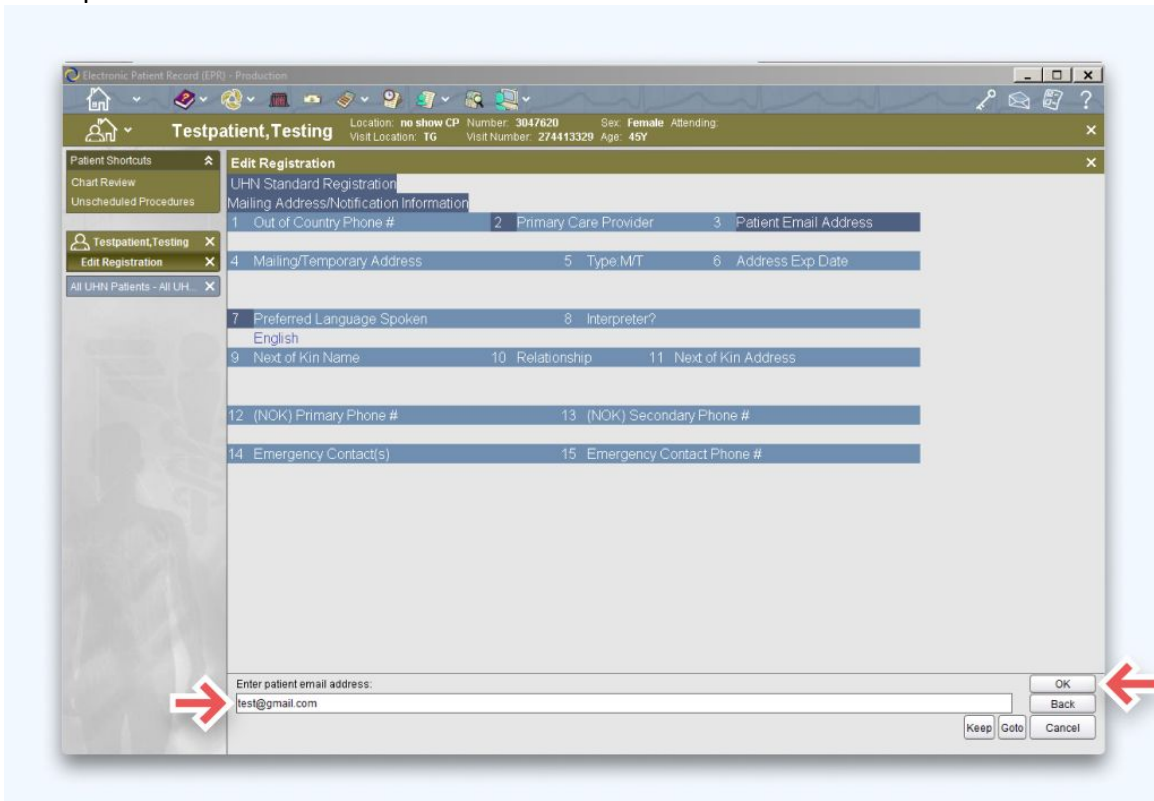
3. Select **Mailing Address**



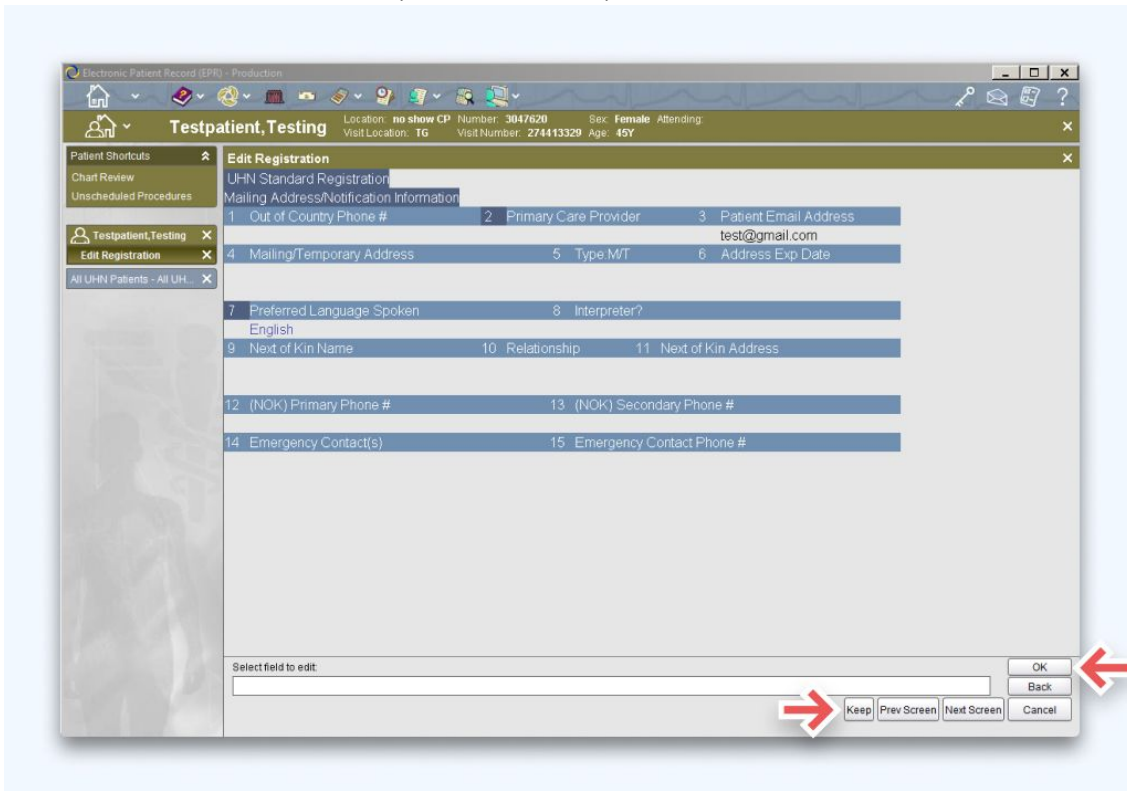
4. Enter **3** in **Select field to edit** to edit Patient email address, click **OK**



5. Enter patient's email and select **OK**



6. Check that the email is correct, then select **OK**, then **KEEP**



7. Once taken back to the registration page, click **Accept**

