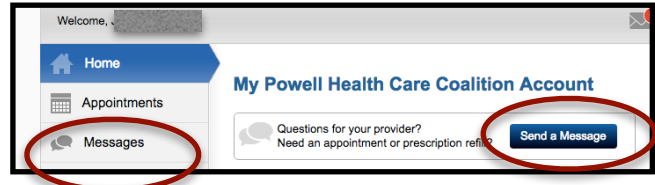


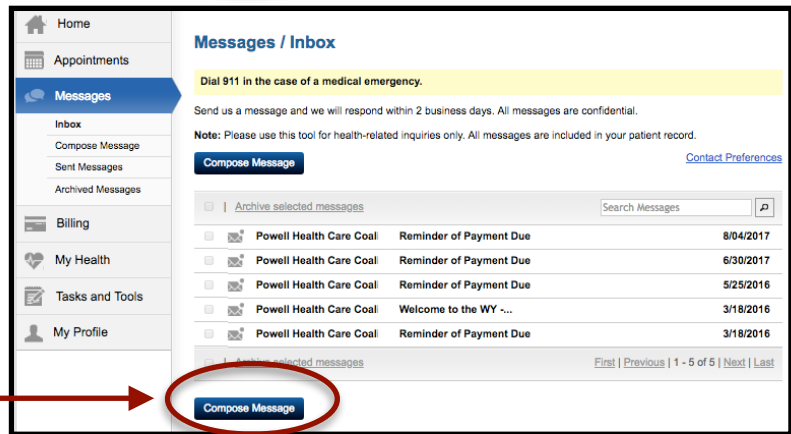
## Heritage Health Center's Patient Portal How to Message your Provider through the Portal

*\*Please note that though we are "Heritage Health Center," the Portal uses "Powell Health Care Coalition." These two entities are the same thing.*

1. Log-In to your Patient Portal Account through <https://11747.portal.athenahealth.com/>.
2. Click on "Messages" in the menu on the left, OR click the "Send a Message" button.

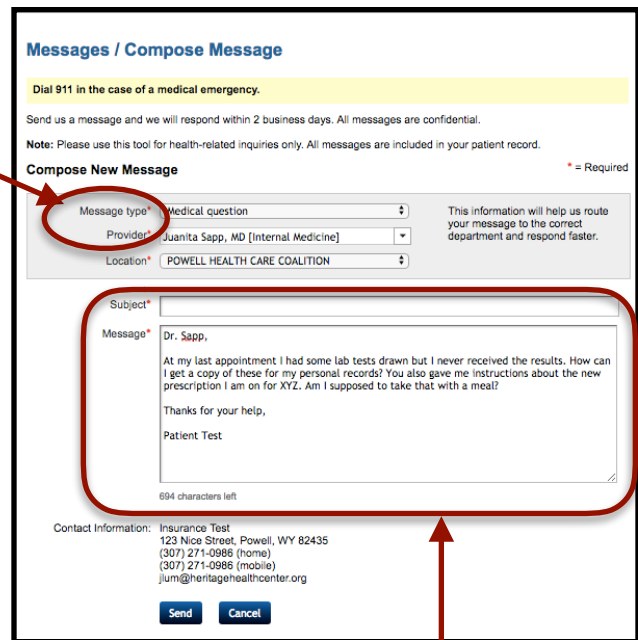
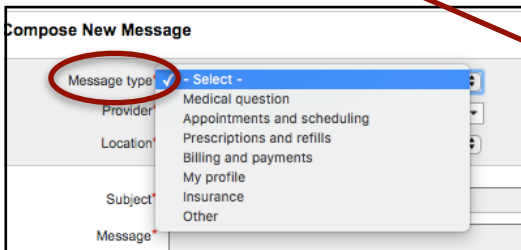


3. Your Message Inbox will open. You can see a list of all notices, messages from your Provider and from the clinic staff sent to you through the Portal.

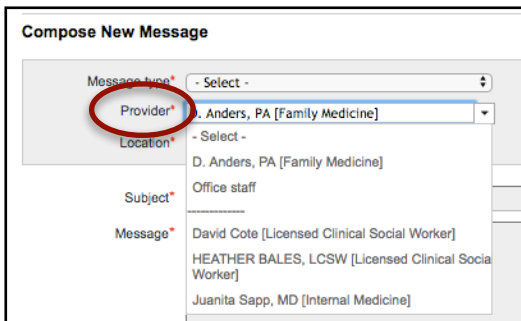


4. Click on "Compose Message."

5. Select "Message Type" from the drop-down menu.



6. Select the "Provider" you want to contact.



7. Enter the "Subject" and type the "Message" you want to send. Click "Send."