

How to enroll a patient

There are three basic steps to creating a patient account.

Step 1. Obtain Subscription Codes

On your HHP dashboard is a tab called 'Purchase a Subscription'. Under this tab is the ability to purchase a 15 character subscription code. You can use one subscription code for many patients. This makes keeping track of subscription codes much easier. You can do this by increasing the number of users for the new code. Or you could purchase one at a time.

Step 2. Create a New User Account (two options)

Option 1- The HHP creates the account for the patient

On the left side of your HHP dashboard is a button labeled "Enroll a Patient". Under this option you can enter the basic profile information needed to create a patient account. Enter all of this information and select "Enroll Now" at the bottom of the page. After the patient account is created, you can logout (under the upper-right icon of you or your clinic) and log in using the new user's account. Move to step three.

Option 2 – The User creates their own account

You could provide the subscription code to your patient and let them create their own account. They can do this from the homepage (www.clearworks4ears.com) by selecting "How to Subscribe" from the top of the screen and then "Subscribe Now" at the bottom of the page. After entering the basic profile information, they would select "Continue to Secure Payment" at the bottom of the screen. Move to step

Step 3. Apply the Subscription Code to the new User

You or your patient can enter the subscription code on the payment screen. Selecting the "Apply" completes the process and the new user is directed to their Dashboard where they can begin to Message, Play Games, Record FCPs, and become part of your community.