



## Adolescent Portal Access

Adolescent portal access allows patients between the ages of 13 years old – 18 years old to have access to their medical record and communicate with the office regarding non-urgent matters directly. The adolescent's parent/legal guardian will also be able to access the patient portal. In order to gain access both the patient and parent/legal guardian must complete the Adolescent Portal Authorization Form.

### Adolescent Terms and Conditions:

- Both the adolescent and parent/legal guardian must complete and signed the Adolescent Portal Authorization form
- When the adolescent turns 18 years old the parent/legal guardian access will be discontinued\
- Adolescent portal access can be terminated if access disputes between parents or between parent and patient cannot be resolved at the discretion of Sebastopol Orthopaedics & Sports Medicine
- Adolescent access can be terminated either by the patient or parent/legal guardian at any time by re-completing the Adolescent Portal Authorization

### How do I obtain Adolescent Access for my Patient Portal?

- The parent and legal guardian must complete and sign Adolescent Authorization Form
- If the Adolescent Authorization Form is completed in the office, the patient and parent/legal guardian will be set-up while in the office
- The patient or patient/legal guardian can drop off, fax or mail the completed form to Sebastopol Orthopaedics & Sports Medicine at 555 Petaluma Blvd., Suite B, Sebastopol, CA 95472 or fax to (707) 823-7625
  - Upon receipt, requests are processed within 3 – 5 business days. Once processed the parent/legal guardian proxy will be called to verify access authorization and then access information will be sent via US Mail to the parent/legal guardian