



Online Services Registration

Please find below information on how to complete your Patient Access registration. Once you have completed the final stage all services on your account will be enabled.

How to register

Before you can use your Patient Access account you will need to register the account. The steps below will guide you through the process.

1. Go to **<https://www.patientaccess.com>**
2. Click on **Register online**, located in the top right-hand corner.
3. Enter the practice postcode **EX16 6NP** and click Search.
4. Select '**Castle Place Practice**' and click Continue.
5. Answer **yes** to the question '*Have you received a registration letter from your practice?*'
6. Enter the **registration details** enclosed on your registration document. They may be attached to this letter or sent separately to your email address.
7. Enter the required details and choose a **password**. You will use this password to sign in. Click next.
8. You have now successfully registered. Use your email address you registered with along with your chosen **password**.

The most frequently asked questions regarding Patient Access can be found on their support centre.

Please visit <https://support.patientaccess.com>