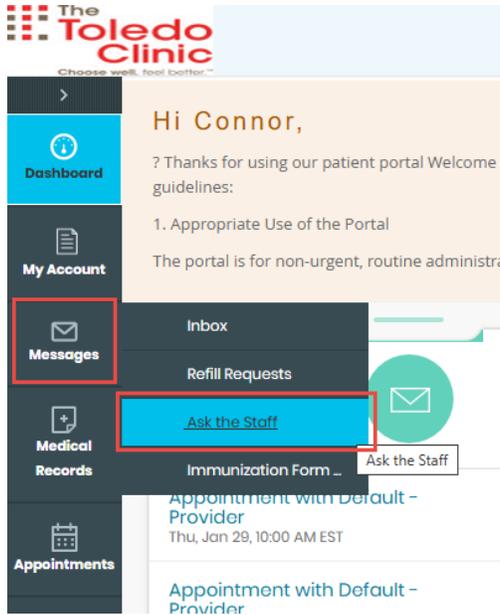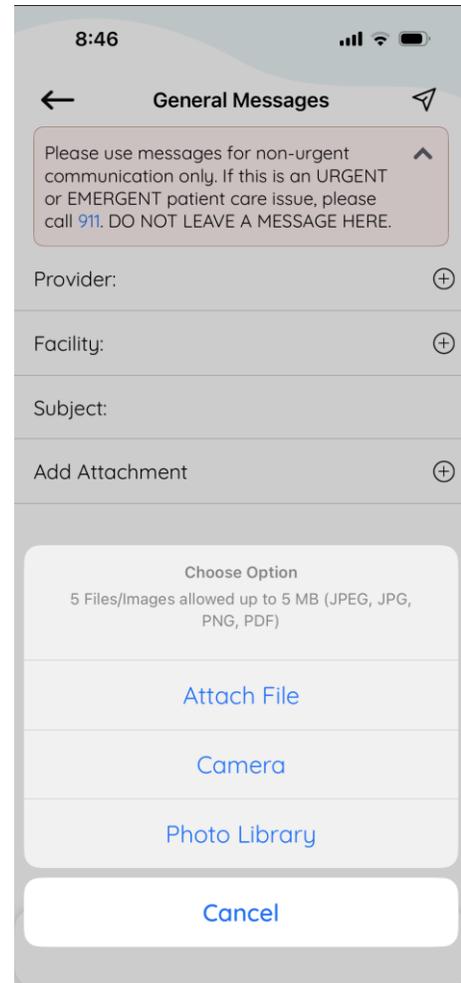# Patient Instructions:
# Upload Documents/Images
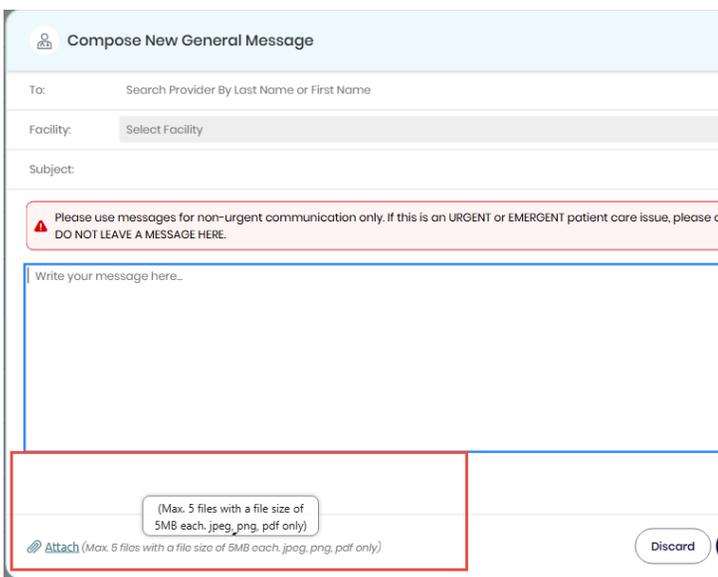
1. Log into portal account and select messages and ask the staff

2.



3. Under compose new message, there will be an attach link where you can upload up to 5 files



4. If you are using the HEALOW APP, you can choose files from your device



**Call the EHR Helpline at 419-479-5332 M-F, 8a-5p for help to login to the Patient Portal.**