



Sign Up and Customize Your Welch Allyn Home Clinic

Joel Barcillo - 2023-06-08 - Clinic Admin Guides

[Steps on signing up your practice](#)

After completing the demo from a Welch Allyn Representative, you will receive an email to register your practice as a part of the Welch Allyn Home network.

1. Check for the email sent by Welch Allyn Home and click on the link.

The *Welch Allyn Home Setup for Providers* screen appears.

1. Fill in all the required fields to set up your account.
2. Click the box to confirm that you are not a patient.
3. Click Sign Up.

[Steps on customizing your waiting room](#)

1. After the system authenticates your account, you will receive a Complete Setup email.

Please check your Spam folder if the email does not appear in your Inbox

1. Click Complete Setup.

The *Welch Allyn Home Setup for Providers* screen appears.

1. Fill in all the required fields to set up your working email.

Your password must meet the following requirements:

- contain at least eight characters
 - one uppercase character
 - one lowercase character
 - one number
1. Review the Terms and Conditions and click the boxes to agree with the

Terms of Services and the Survey Participation.

Note: You may [revoke your consent to participate in surveys](#) after the signup.

1. Click Continue.

*The **Personalize Your Waiting Room** appears. All fields are optional to edit. Take note that the Domain and Clinic Name may no longer be edited once you click Next.*

1. Click Next.

You will then be directed to your Welch Allyn Home Admin Portal.

[Go back to the Admin Help Directory](#)