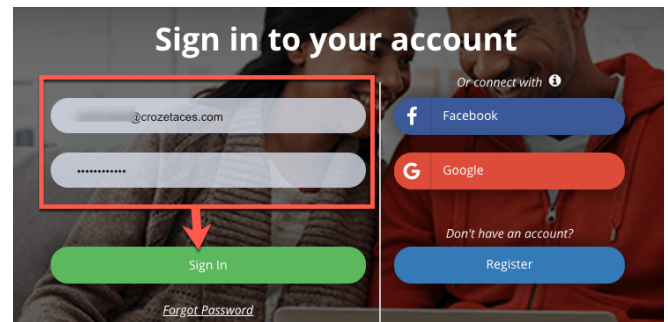


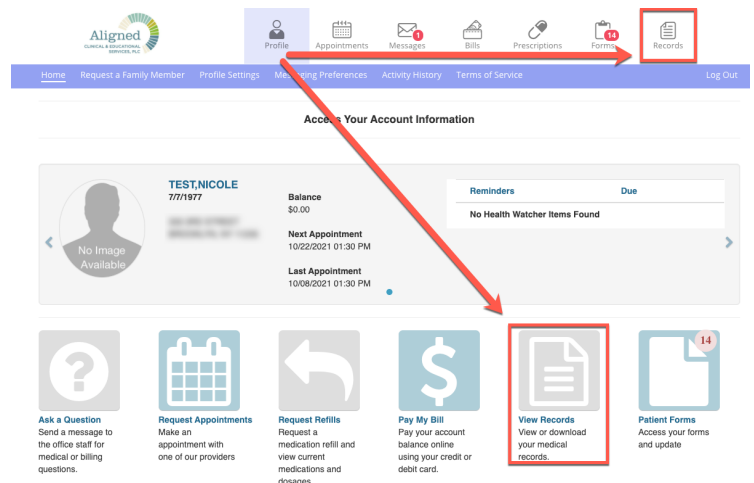
# How to View a Document on ACES Patient Portal

- 1 Go to the login page of the Patient Portal and input your username and password to sign in:

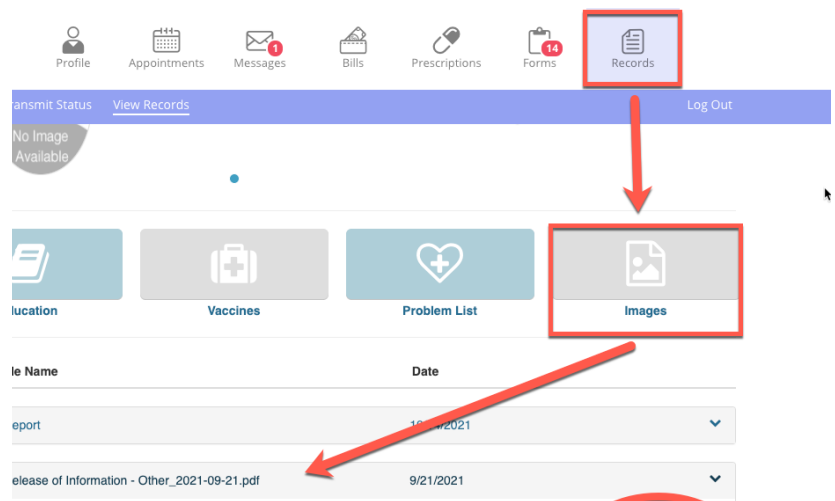
<https://patientportal.advancedmd.com/125825/account/logon>



- 2 Once you sign in you will have the option to view your RECORDS. Click on the icon in the top right-hand corner of the screen. Or on the larger VIEW RECORDS icon below the patient name.



- 3 On the RECORDS page you have the option to view IMAGES. Click on the IMAGES icon on the lower right hand side of the screen. A list of shared documents will appear. Click on the document you wish to view.



- 5 Once you click on the document title, you can view, download, and print

