Enrolling a patient
Now that your MyChildren’s account has been created, you need to log into MyChildren’s to enroll your child/dependent(s). Follow these steps:

**Note:** If you’ve received the Registering for MyChildren’s document from your clinic with registration instructions and a token, go to Enrolling a patient using a Token.

1. From the home page, in the Manage Your Account section, click **Add Another Patient**.
2. The Manage Account/Add a Patient screen appears. Click **No**, then click **Continue**.
3. The Manage Account/Add a Patient screen appears.
   - **Do you have a token?***
     - **Yes**
     - **No**
   - **Continue**

4. Click **Next** to submit your request.

   You will be contacted within three business days regarding the status of your request.

   Do one of the following:
   - **Click Yes**, then click **Continue**. Complete the Self-Registration Information.
Now that your MyChildren’s account has been created, you need to log into MyChildren’s to enroll your child/dependent(s). If you have received the Registering for MyChildren’s document from the clinic with registration instructions and a token, follow these steps:

1. Log in to MyChildren’s.
2. From the home page, in the Manage Your Account section, click **Add Another Patient**.
3. The Add a Patient screen appears. Click **Yes**, then click **Continue**.
4. Select either the **my dependent** or **myself** radio button. The Register a Dependent or the Register Myself screen appears.

5. From the letter you received, enter the token, circled below:

   **Note:** A token is a number assigned to a specific visit to Boston Children’s Hospital. A token:
   - can only be used once
   - cannot be transferred or reused
6. Enter the patient’s Date of Birth.
7. Click **Continue**.

   **Note:** If an error appears, follow the Enrolling a patient instructions on the previous page.
8. Click **Confirm** to validate the patient’s information.

Your request has been approved.