



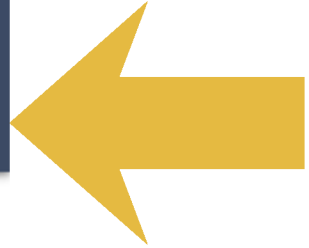
FORTHRIGHT THERAPY COLLECTIVE

Client Portal Tutorial

– Mobile/Cellphone –

Questions can be directed to:
brandi@forthrighttherapycollective.com
or by calling/texting: 701-922-7031

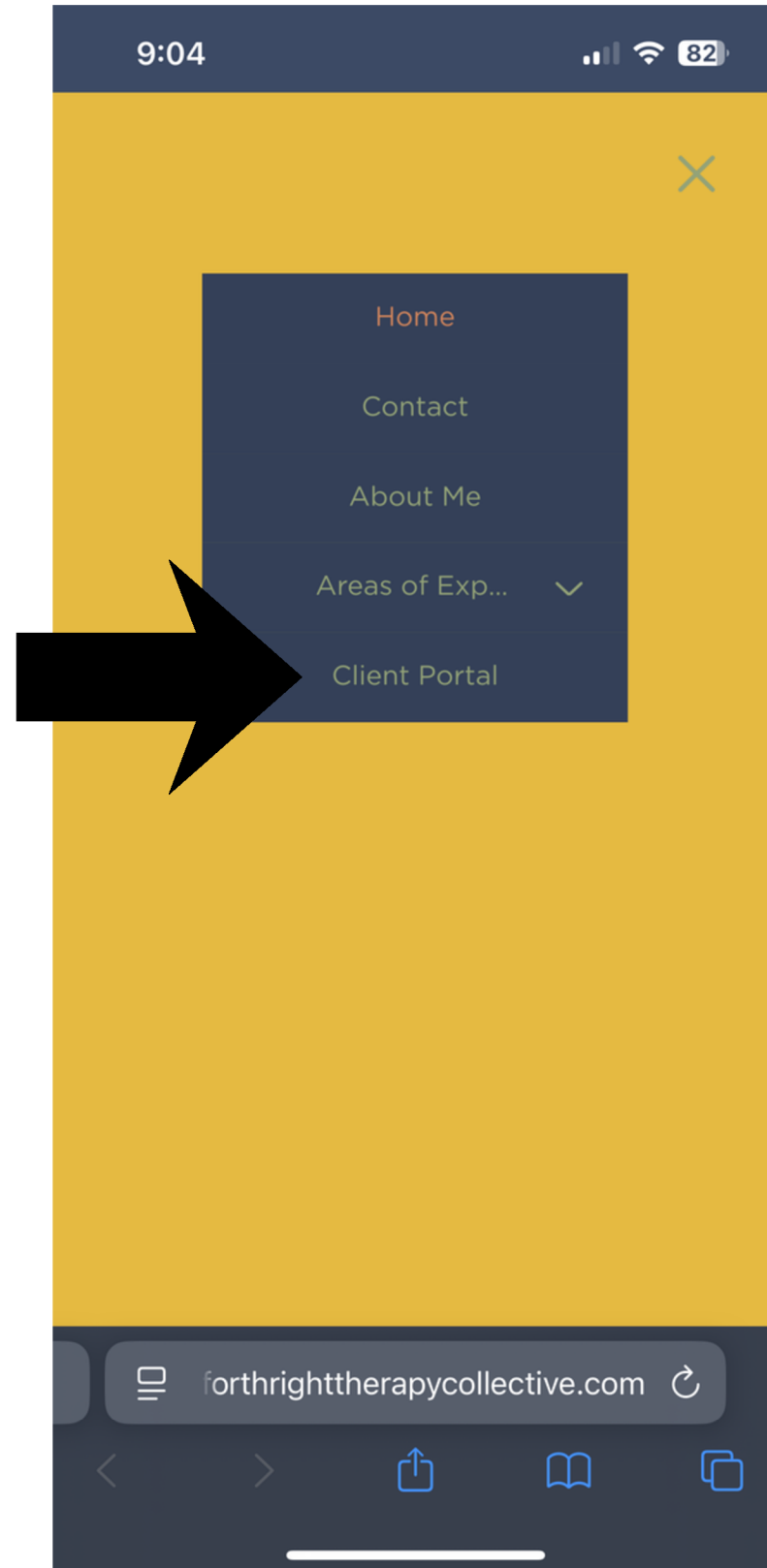
Go to www.forthrighttherapycollective.com on your cellphone web browser.



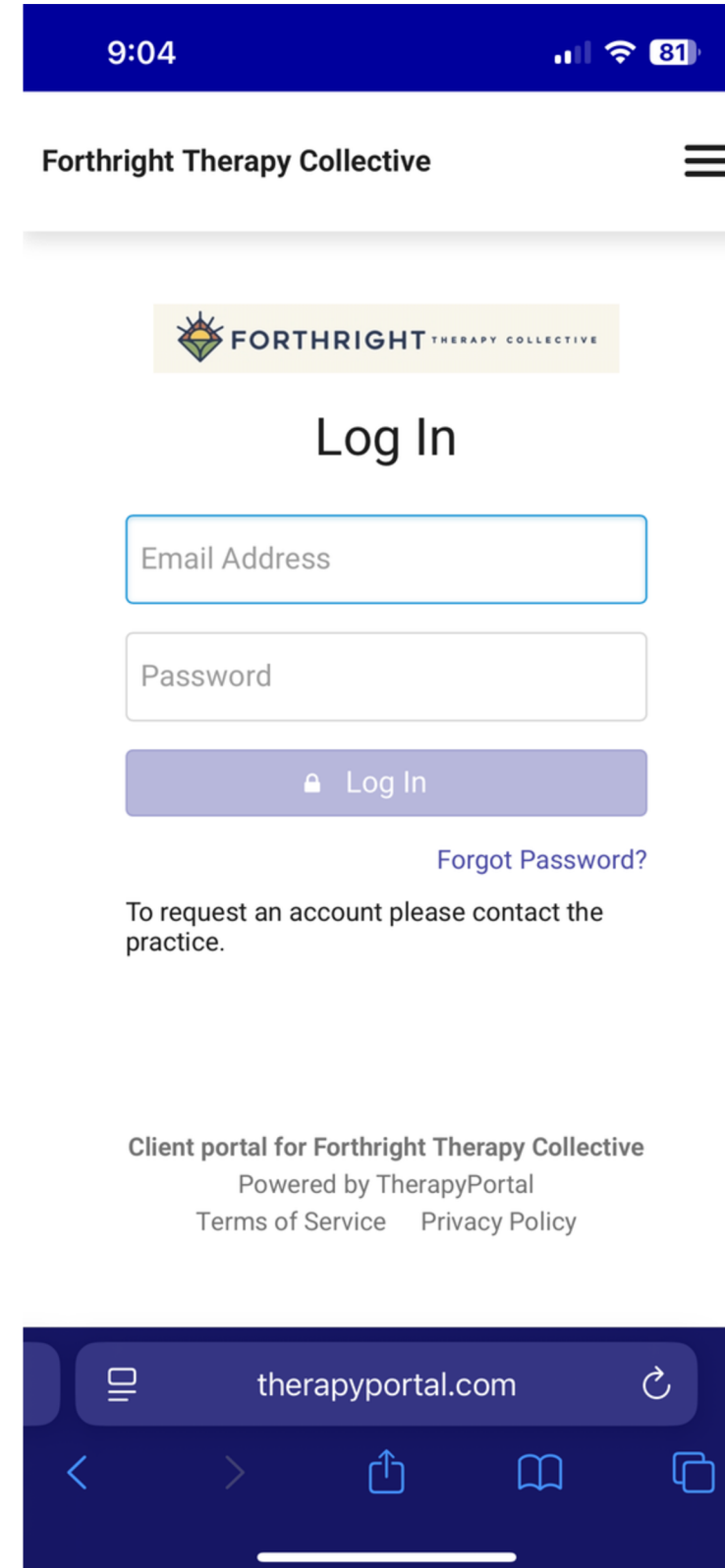
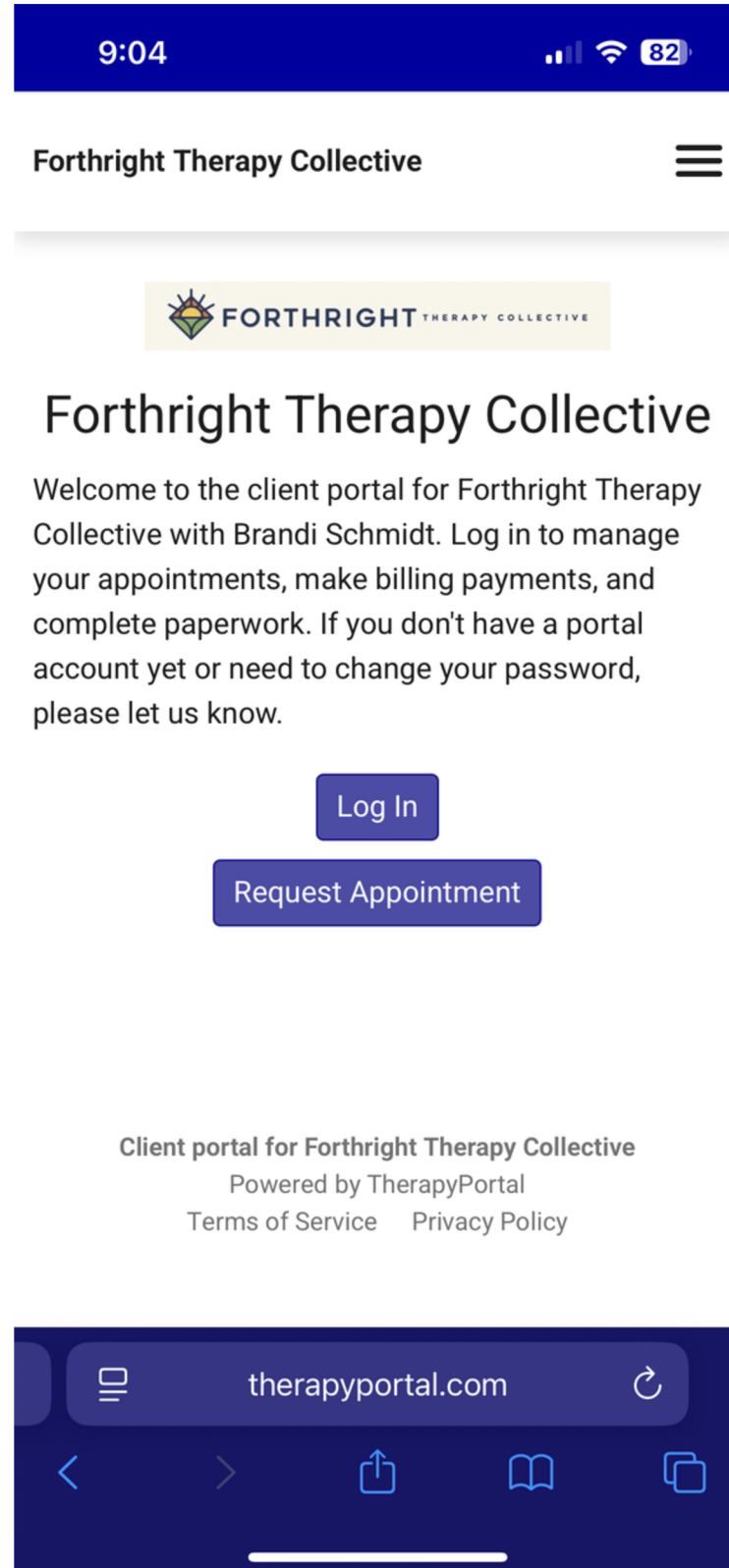
Access website menu with these three bars

Click the three bars in the upper right corner to access the menu; then click client portal.

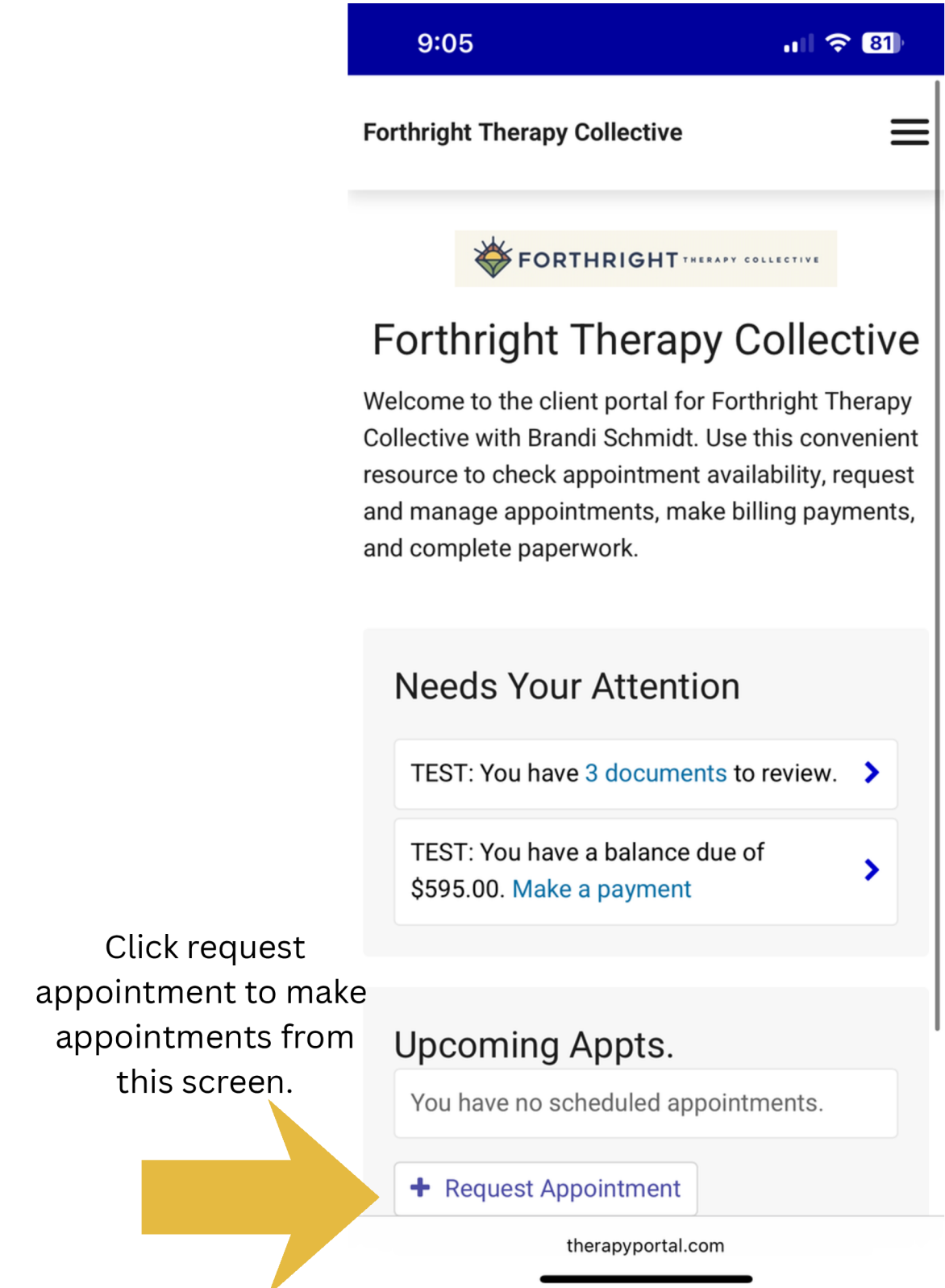
Click here to access client portal



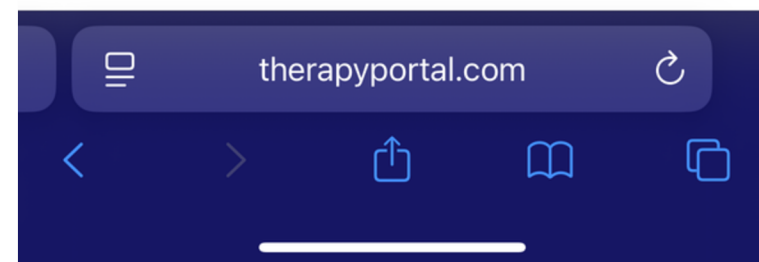
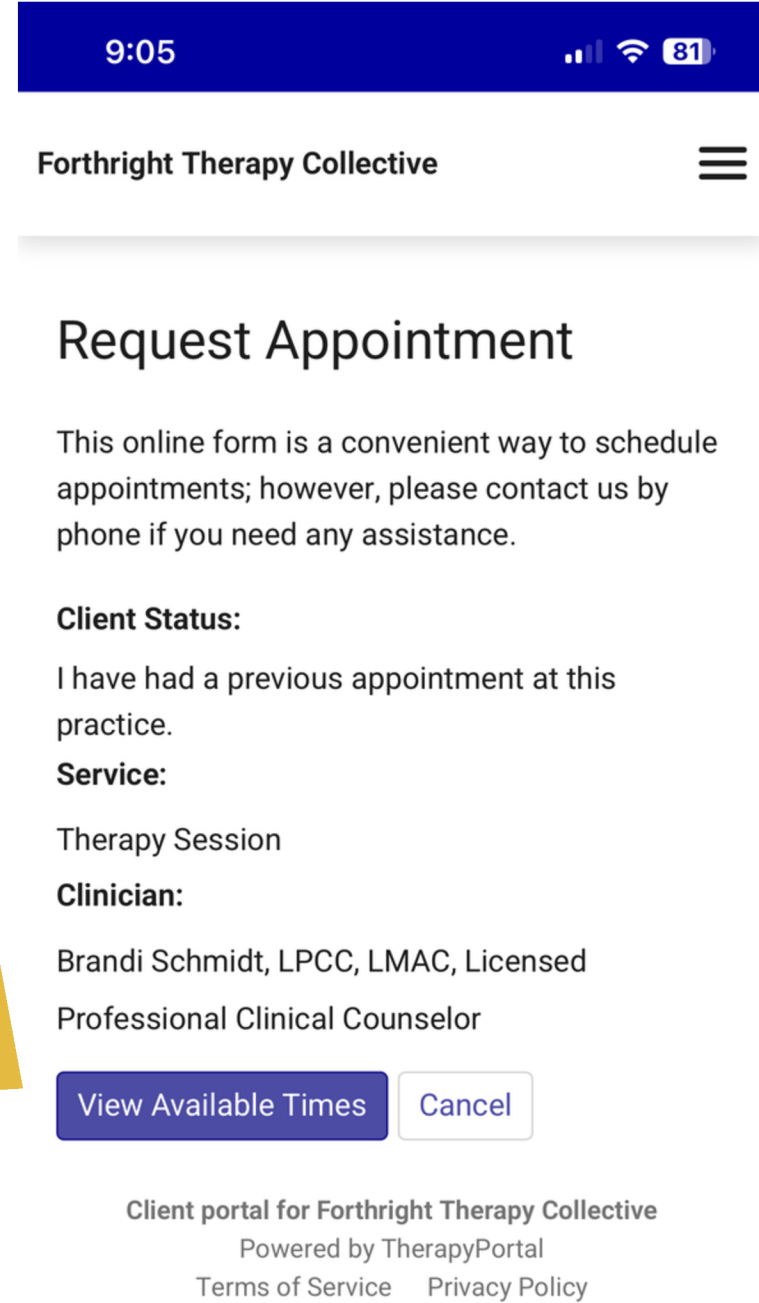
Login with the email and password



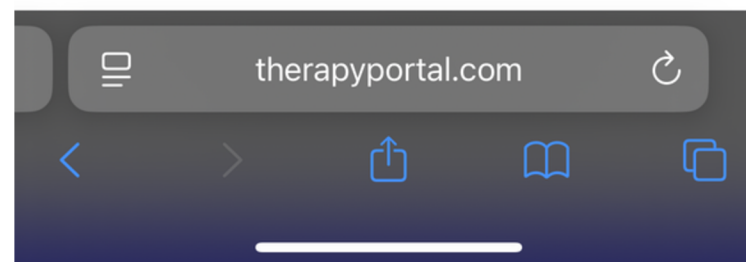
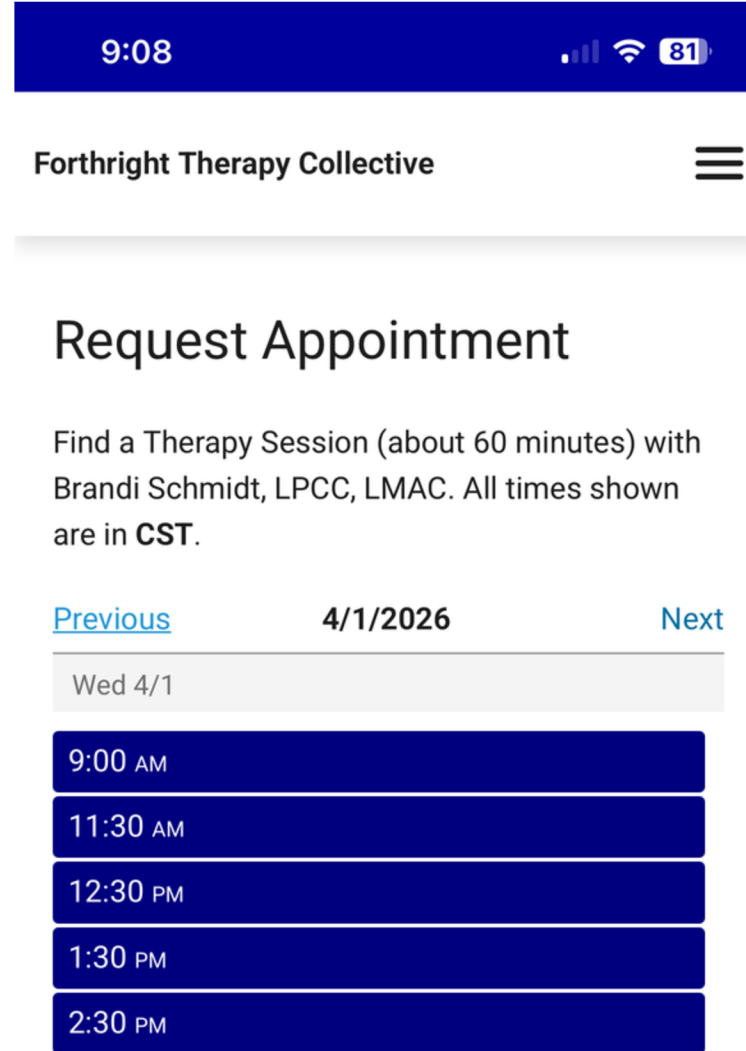
This is your home screen on the client portal. You can make/view appointments from this screen, see anything that needs your attention, and access the menu bar in the right corner.



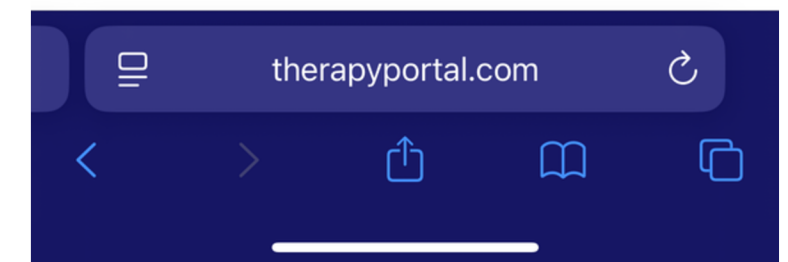
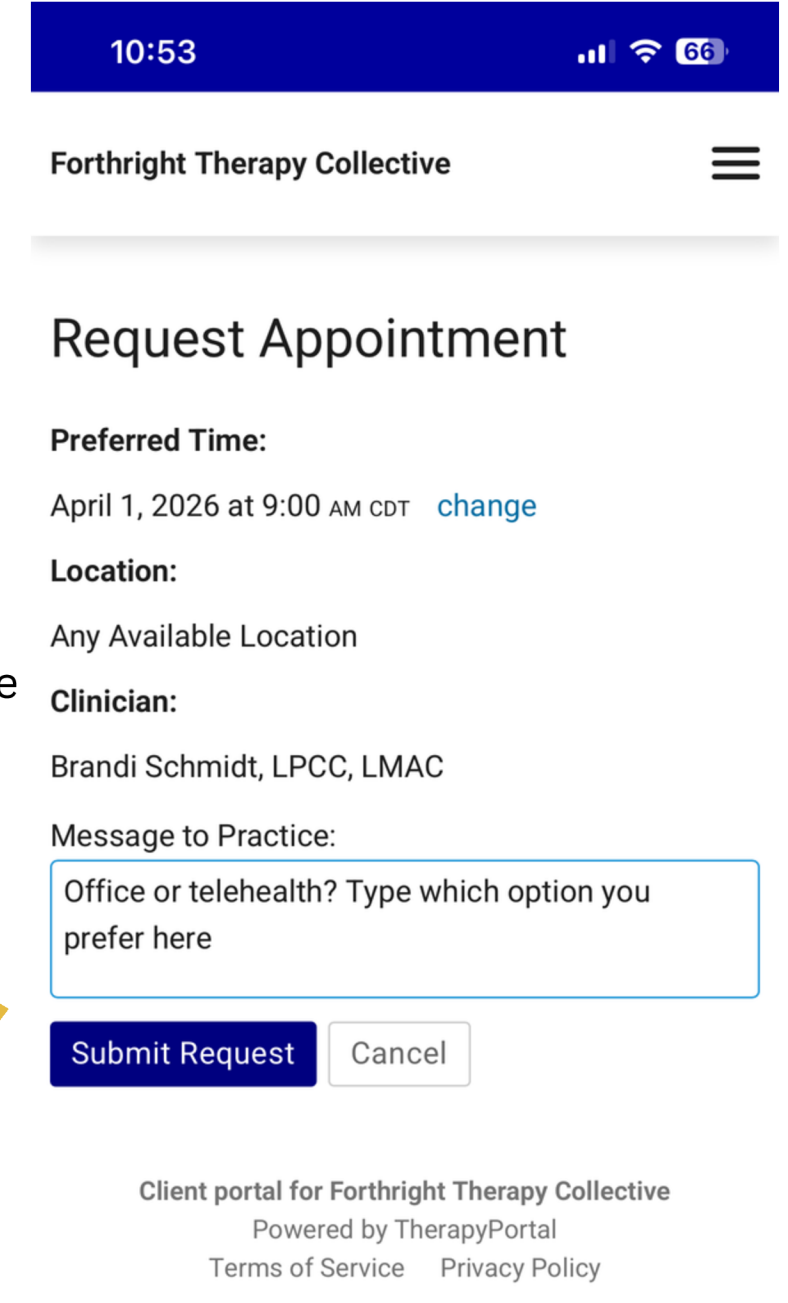
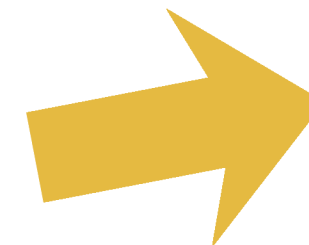
Click on view available times.



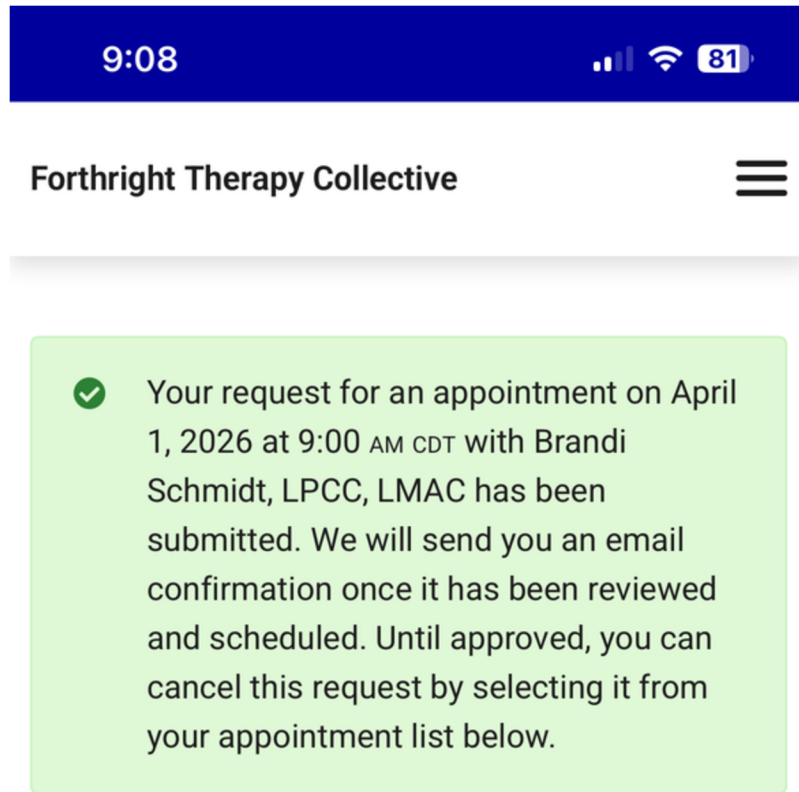
You will only be able to see one day at a time on the mobile version. Click on the date/time that works for you.



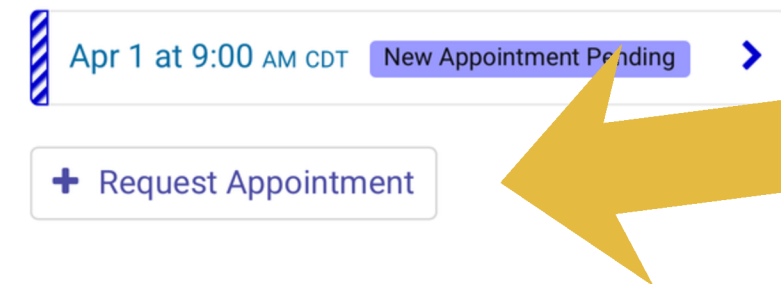
Type Office or Telehealth to let me know if you are online or in-person. Then click submit request.



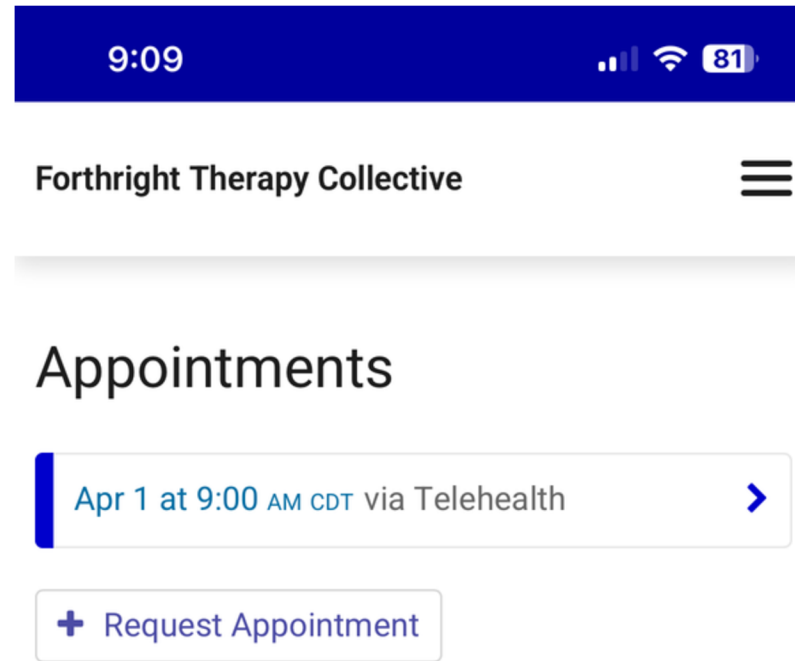
Your list of pending or approved appointments will be found here



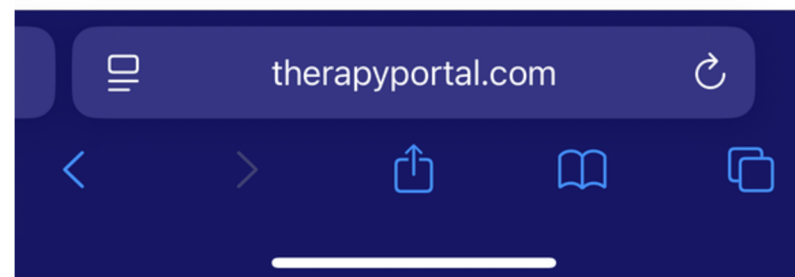
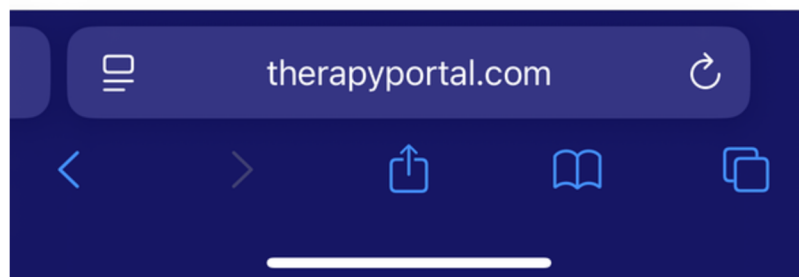
Appointments



Client portal for Forthright Therapy Collective
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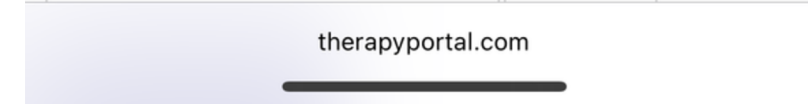
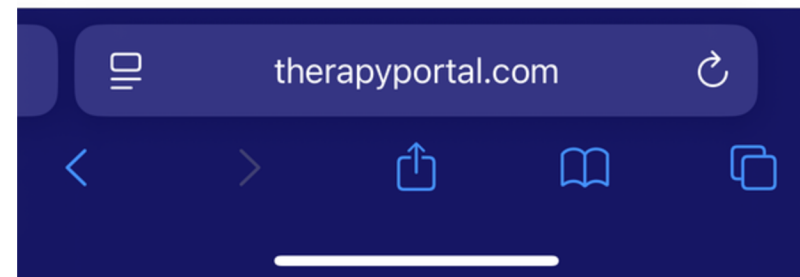
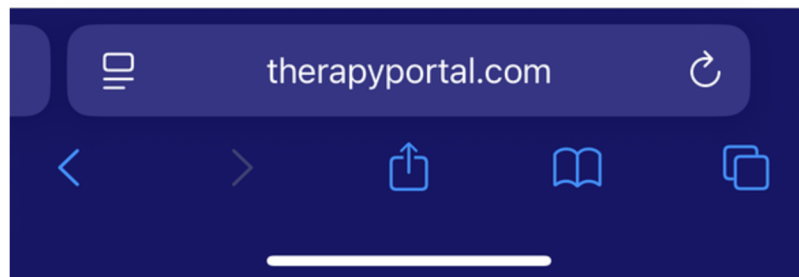
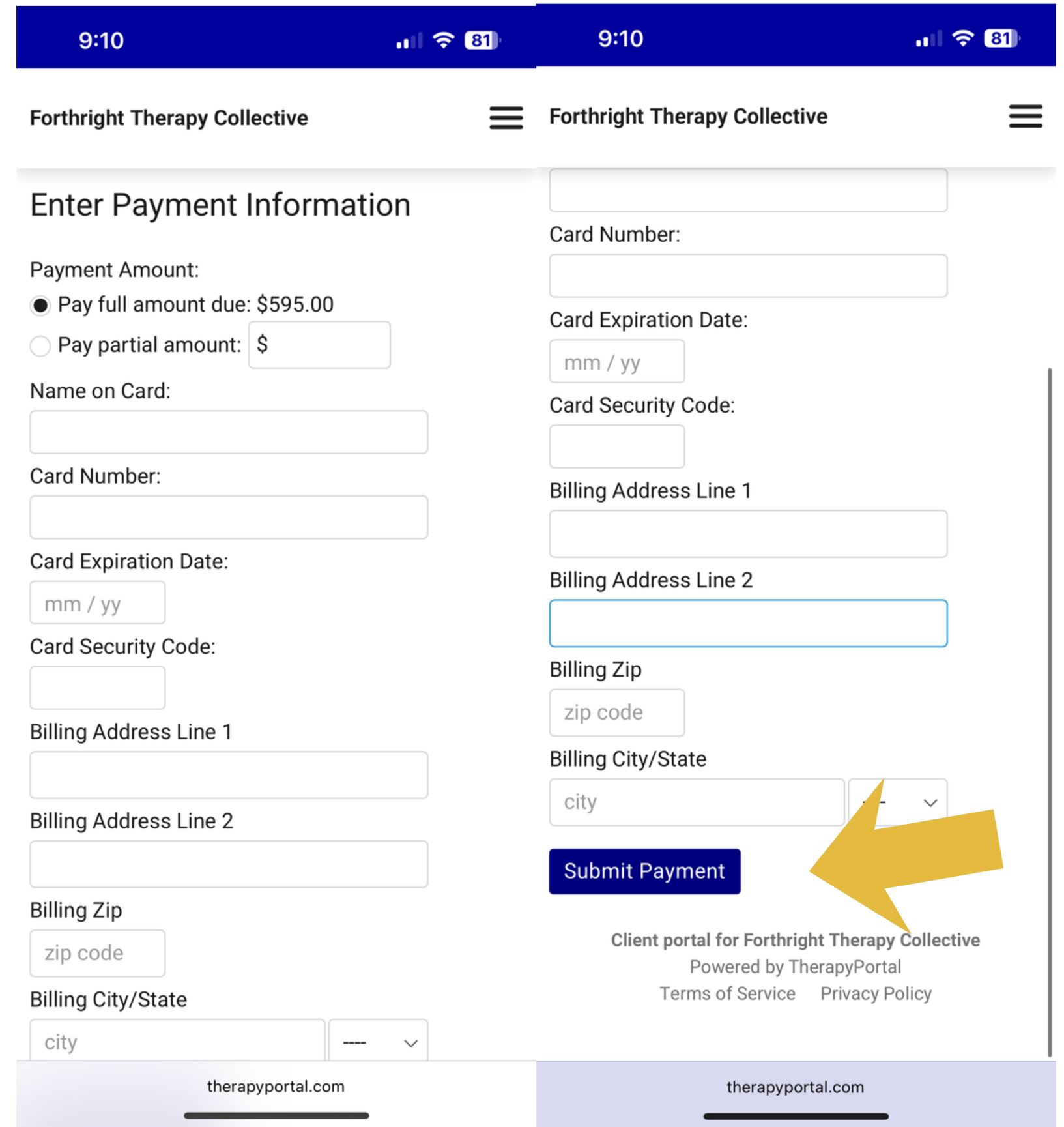
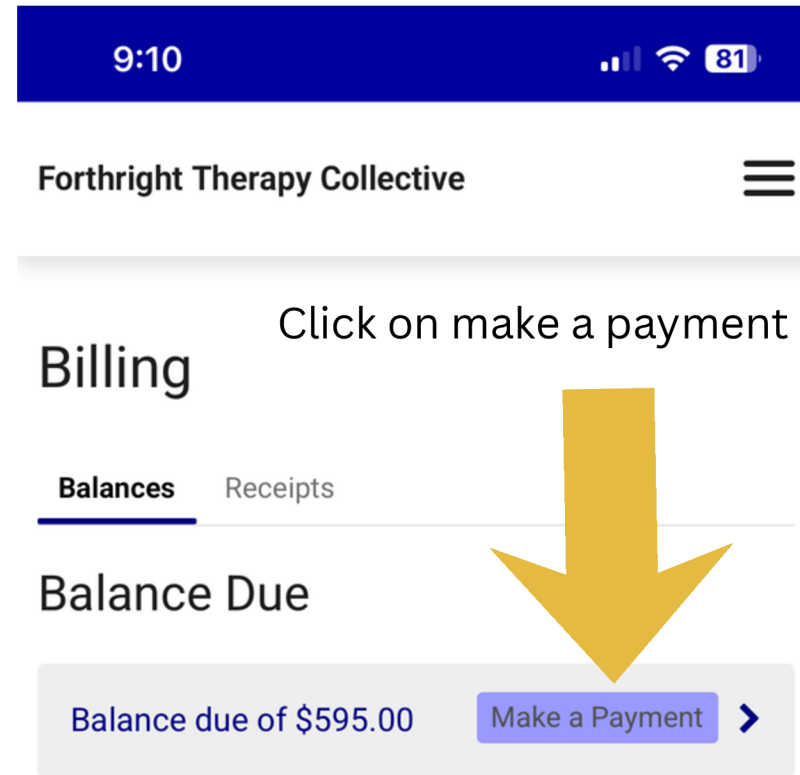
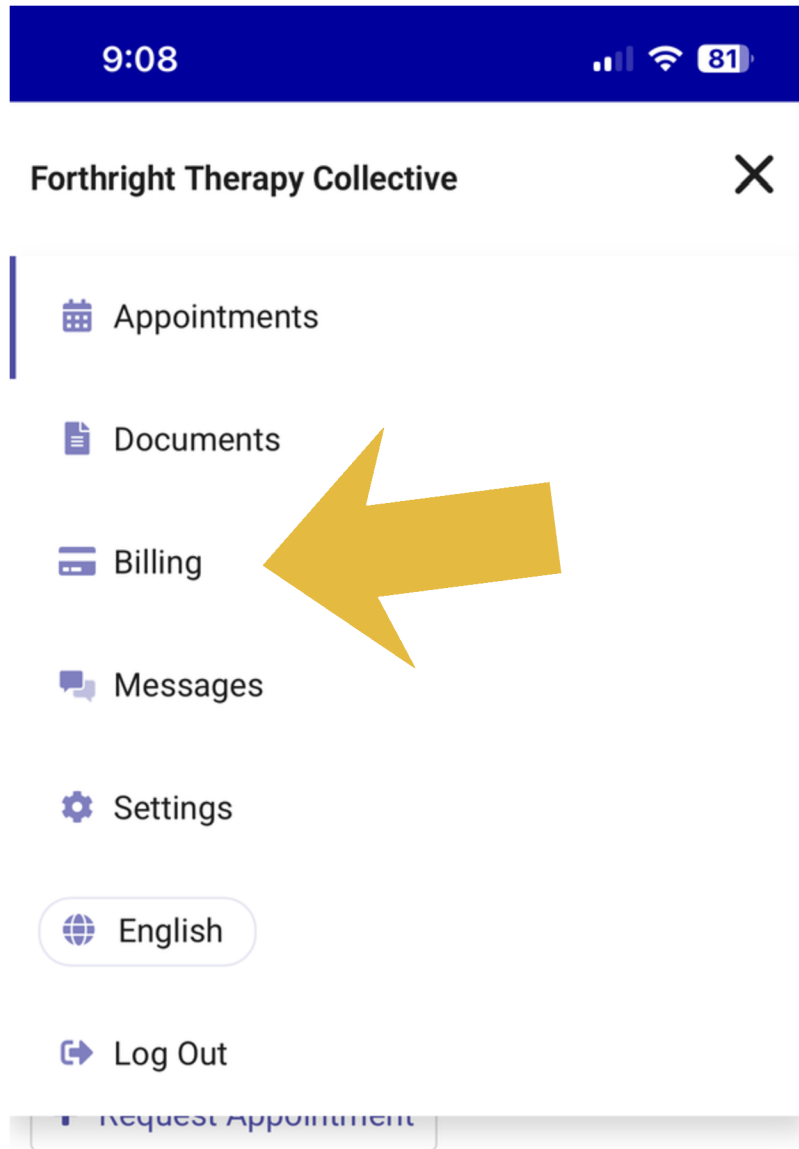


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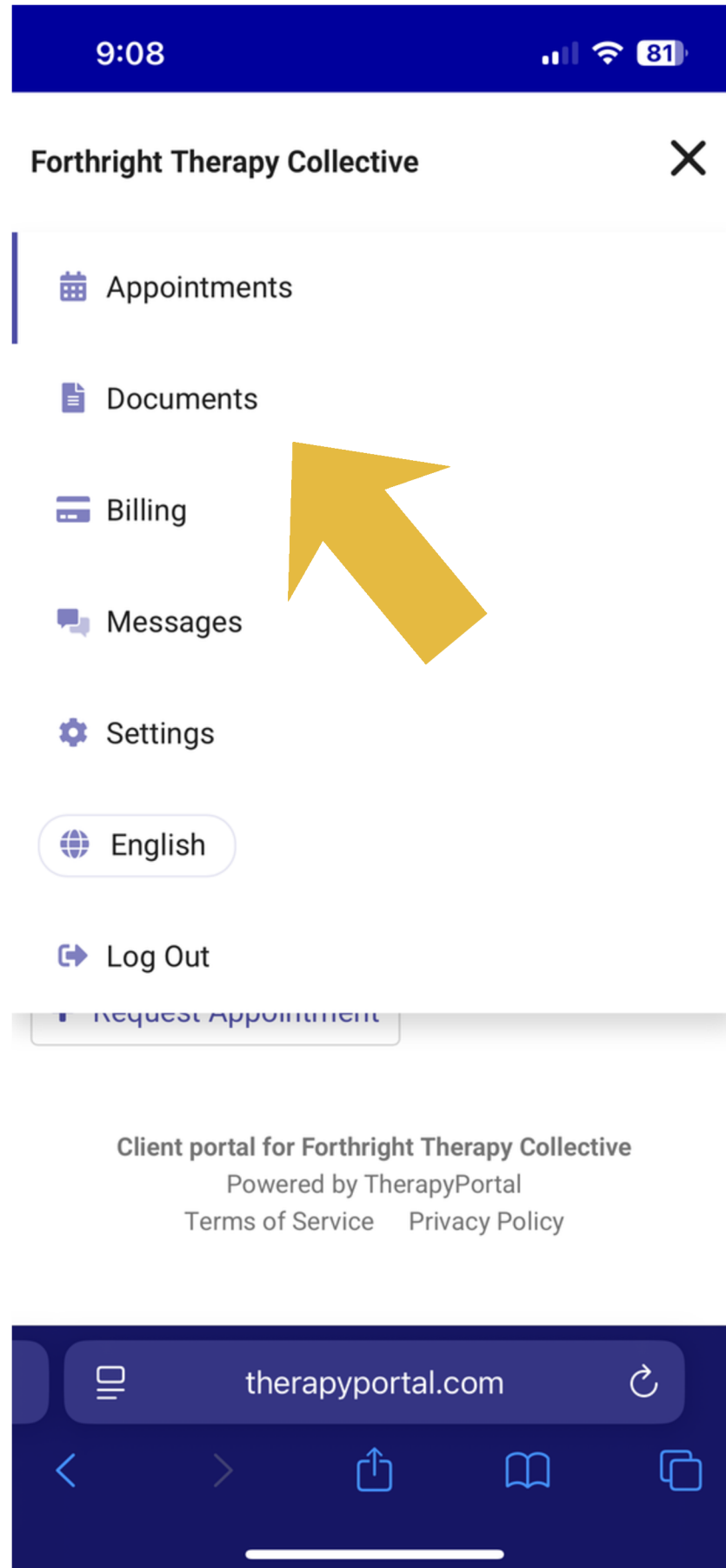


To use the Client Portal to pay any outstanding bill, go to the menu bar and click on billing.

Enter amount to be paid, add credit card information, and click submit payment at bottom of screen



To review and sign any documents that are requested, click on documents.



You will be able to see any requested documents here that need your digital signature.

