

Dear Client:

You are going to receive an email to complete a series of brief online assessments as part of your clinical care. Completing the assessments is voluntary and is not necessary for you to continue receiving care from my practice. I do appreciate your time spent completing these. My goal is always to improve the quality of care I provide to patients.

You will receive an email from APA.dashboard@bot.figmd.com with your username and a link to create a portal account. This portal is for the APA PsychPRO mental health data registry and is different from your Electronic Health Record account with my private practice and works best with Google Chrome. After you create a password you can log in and do the assessments. They will need to be done within 24 hours of your upcoming appointment and will TIME OUT. If that happens, I can create a new appointment so you can finish them.

If you have any problems completing the questionnaires, locating your username or other error messages, please let me know. I appreciate your time and input into your treatment. Please reach out to me if you have any concerns or questions.

Sincerely,

[Clinician Name]