

Using Your My Portal

Mount Rogers Community Services Board is now offering “My Portal” to all individuals receiving services. This is a free service that allows you to view your electronic record.

Below is a set of instructions on how to log into your “My Portal”.

1. Go to our homepage www.mtrogerscsb.com
2. Click the “Services” tab.
3. Under the “Services Heading”, Click “My Portal”
4. The website below will open.



5. Enter in the Username and Password given by your clinic’s staff.
6. The first time you log into your account, you will be asked to enter in a new password.

PASSWORD UPDATE: [REDACTED]	
New Password:	<input type="text"/>
New Password Again:	<input type="text"/>

(Note: Passwords must be at least 6 characters long with at least one number or special character (\$,!%, etc.).)

- This is the home page you will see when you log in each time. You can move about this page by just clicking the tabs on the left of the screen to review the information in your clinical record.



Mount Rogers CSB

CREDIBLE

log out

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- Profile
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- Schedule
- Medical Profile
- Ext Provider
- Medications
- Allergy
- Contacts
- Insurance
- Users
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- Family

Services

Employee	Type	Date
	Release of Info	7/9/2014
	xxNick Test	7/9/2014
	Release of Info	7/9/2014
	xxNick Test	7/9/2014
	xxNick Test	7/9/2014

[All Services](#)

Allergies

No Reported Allergies

Individual Info

Last Name		First Name	
DOB	12/25/1979	Gender	Male
Preferred Language	English		
Race	Alaskan Native		
Hispanic Origin	Unknown		

[Full Individual Info](#)

Clinical Support

Summary	Date Created
Time to quit smoking! - Every day smoker	7/10/2014 2:38:24 PM

[All Clinical Support Tools](#)

Contacts

Name	Phone
Consumer Directed Attendant	
test	
Emergency	
emerg test	
Legal **	
Jane Doe	276-223-3200

[All Contacts](#)

Family

Name	
akdjkhkdnhflknh	
akdjkhkdnhflknh	
lkjfdkjasldkjkfka	
Sally Sue	1/29/1980
vsdfgdfgdfgdfg	

[All Family](#)

Billing Info

Ins:		ID:	
Ins Start Date:	7/1/2014	Ins End Date:	
Ins Copay:	\$0	Last Updated:	7/15/2014

[Full Insurance Info](#)

Meds

Medication	Dosage	Frequency

- Should you have questions regarding the information found in your clinical record, please contact your clinical office staff.
- When finished reviewing your record, click “log out” to ensure that you are logged out of the website for the safety of your clinical information.