



**CareDox Training Manual:**  
Create a CareDox Account for  
Parent Health Registration

# CareDox Training Manual:

## Create a CareDox Account for Parent Health Registration

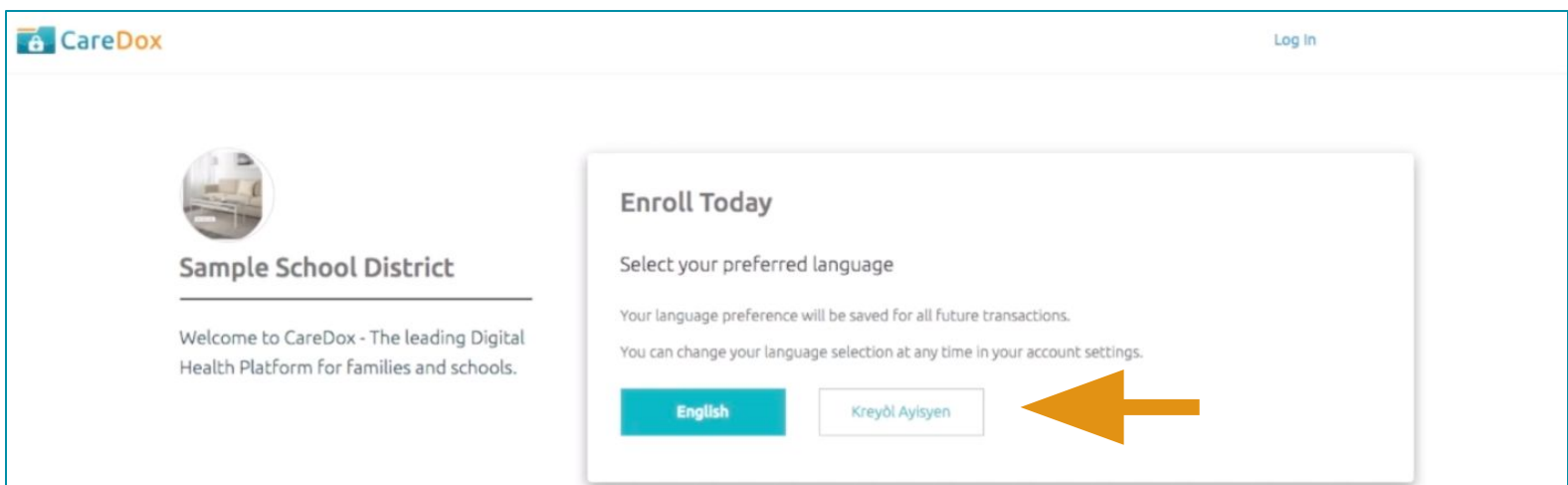
As a parent, you have the ability to create your own account in CareDox. By creating an account, you will be able to complete your child's **health registration** for the upcoming school year.

CareDox will verify your relationship with the student based on the address and phone number associated with your child's CareDox Health Record.

CareDox  
Training Materials

# CareDox Parent Account

1. Find the link for CareDox enrollment on your child's school or district website.
2. Select your preferred language when you arrive on the registration page.



3. Add your information in the boxes under the **Parent or Legal Guardian Information** section.

A screenshot of the "Parent or Legal Guardian Information" registration form. The title "Parent or Legal Guardian Information" is at the top, with a link "Already have an account?" below it. The form is enclosed in a large orange border and contains four input fields: "First Name", "Last Name", "Email", and "Create a new password".

# CareDox Parent Account

4. A new section will appear called **Student Information**. Select your child's school from the dropdown menu.

The screenshot shows the 'Student Information' section of the account creation form. At the top, the text 'Student Information' is displayed in a bold, dark font. Below it is a dropdown menu labeled 'Select School' with the placeholder text 'Search for a school'. A large orange arrow points down to the dropdown menu. Below the dropdown menu is a line of text: 'By clicking Create Account, you agree to CareDox's Terms and Conditions and Privacy Policy.' At the bottom of the section is a large orange button with the text 'CREATE ACCOUNT >'.

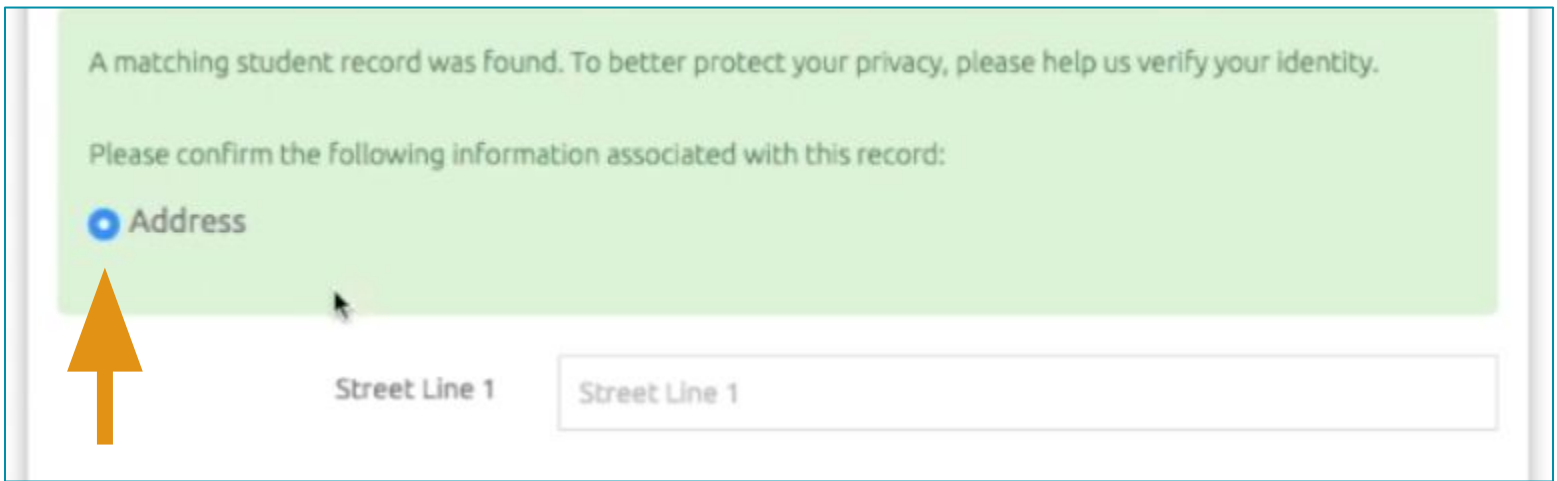
5. Enter your child's details in the form that appears below, then select **Create Account**.

The screenshot shows the child details form. At the top, there is a dropdown menu labeled 'Select School' with 'CareDox Elementary School' selected. Below this is a section titled 'Select the session you want to enroll your student into' with a dropdown menu labeled 'Available sessions' and '9th' selected. The form contains several input fields: 'First Name' (Jane), 'Date of Birth' (MM/DD/YYYY), 'Middle Name' (empty), 'Gender' (Male), 'Last Name' (empty), and 'Mother's Maiden Name' (empty). A large orange arrow points to the 'First Name' field. Below the form is a line of text: 'By clicking Create Account, you agree to CareDox's Terms and Conditions and Privacy Policy.' At the bottom is a large orange button with the text 'CREATE ACCOUNT >'.

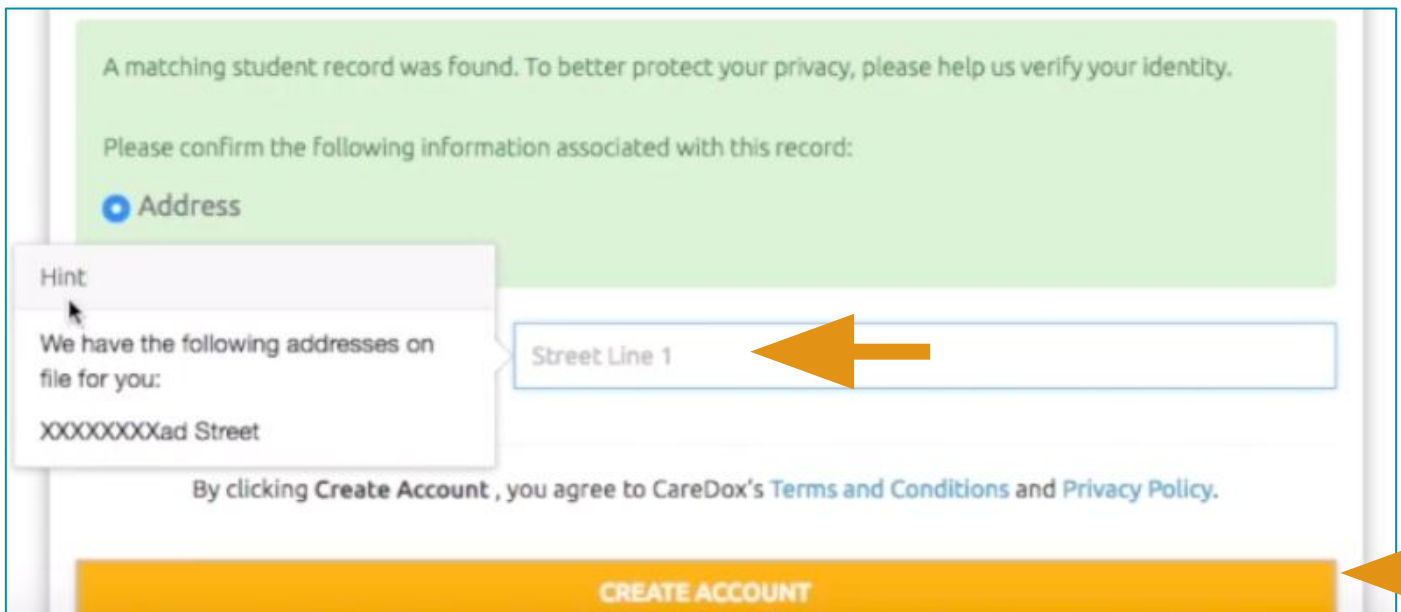


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6. If there is a phone number or street address associated with your child’s health record, you will be prompted to enter that information. Click into the bubble next to the words **Address** or **Phone Number**.

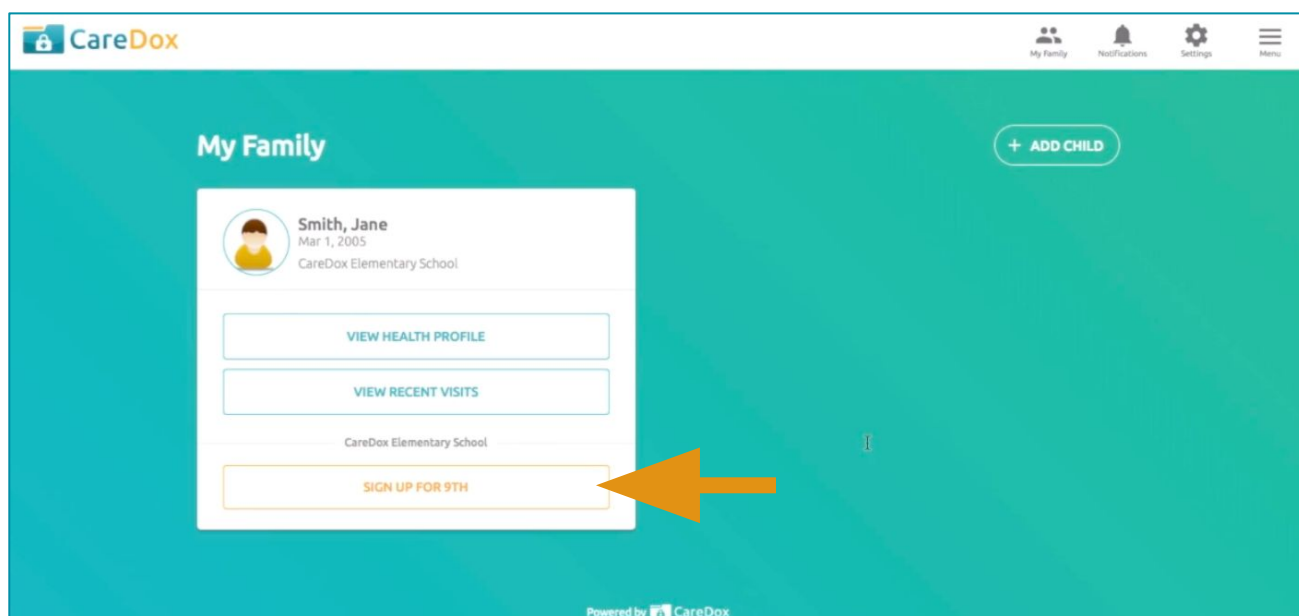


7. When you click into the box to enter your address or phone number, you may see a hint appear. Continue to add your address or phone number into the text box, then select the orange **Create Account** button.



# CareDox Parent Account

8. If the information you entered was accurate, you will be brought to the **My Family** page in CareDox. This is where you can start the health registration process for your child's upcoming school year.



# Thank you!

If you have questions, please contact  
[support@caredox.com](mailto:support@caredox.com)