

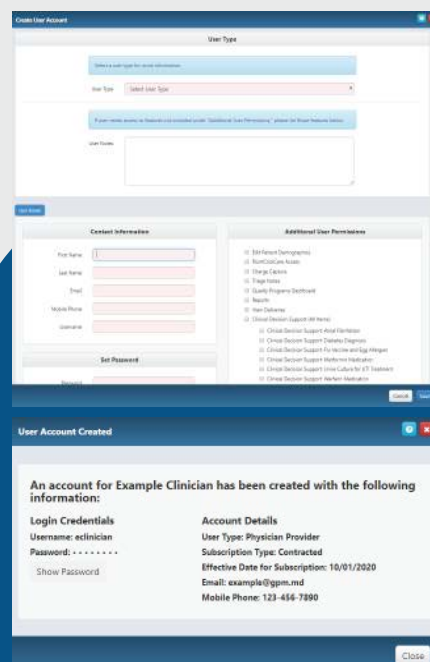
# Add new users to your account within minutes.



As your practice grows, we want to make it as easy as possible for you to add your new providers to your GEHRIMED account so they can start seeing patients right away. The new Self Service feature within the GEHRIMED application does exactly that, hosting our new user form so you don't have to navigate to our website to make a manual request. [Contact GPM Support to enable Self Service today.](#)

## How it works:

- In the GEHRIMED **Options** menu, select **Create User**.
- Select your **User Type**.
- Fill in the remaining information fields for the new user.
- Check the proration acknowledgement box and click **Save**.
- Our support team will then be notified to perform the final setup steps, including any requested configurations.
- The new user may log in and use GEHRIMED immediately. No need to wait for the support team to finalize things.



### **Prefer our original user form process? Don't worry.**

You can still manually submit new user forms via [gehrimed.com/user-form](http://gehrimed.com/user-form). Our support team will receive and process requests within 48 hours. No matter which workflow suits your needs, we are here to help.



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## Ready to enable Self Service?

Email [support@gpm.md](mailto:support@gpm.md) for guidance on assigning the role to the appropriate person(s) within your organization. Remember: When you add new users to your group, GPM does not prorate the cost of GEHRIMED subscriptions or billable features, nor does it backdate new user creation requests.

GEHRIMED.com