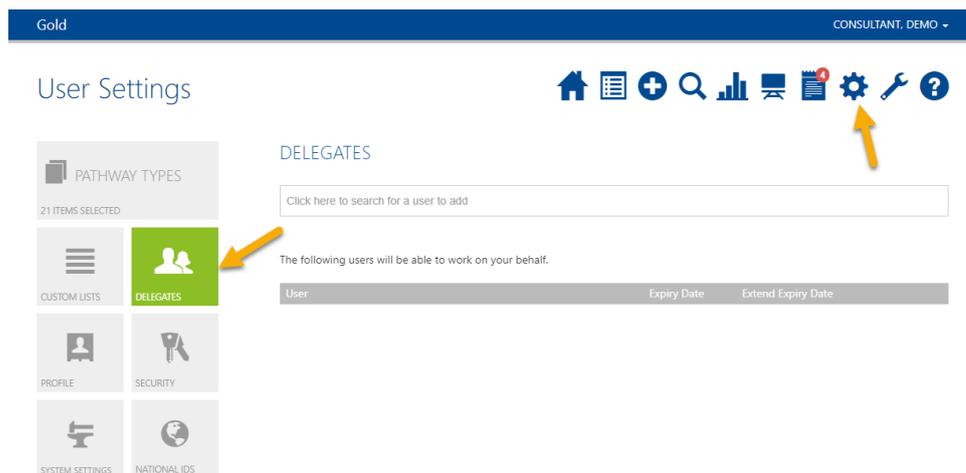


# How to Add a Delegate

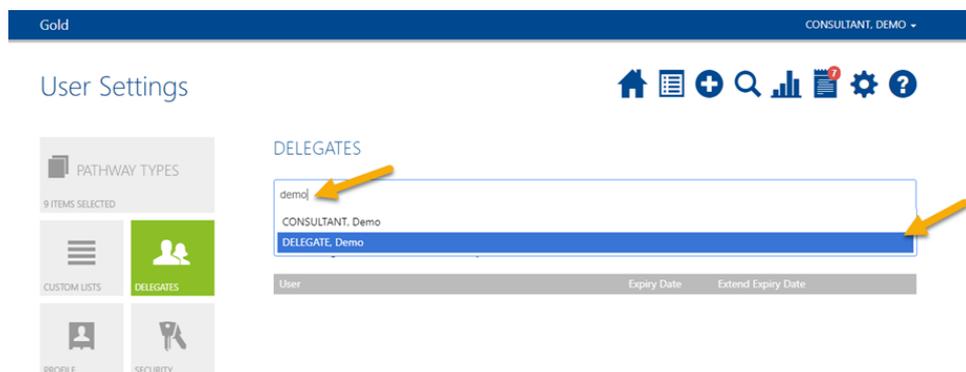
Delegates are able to enter and edit patient data on your behalf. They have access to your patient records and can update information under your name. The delegate needs to have their own Amplitude account to be able to do this, if not please contact Amplitude Customer Support directly.

Click the Settings button.

Click the 'Delegates' button.



Start typing the name of the delegate into the search bar and select them from the list. If they do not appear please contact Amplitude Customer Support.



Your delegate has now been added.

On this screen you can also set an expiry date and delete any delegates.

