

# Get Connected!

## Introducing our convenient CSB client website!

In the online portal, clients of the Alexandria Community Services Board (CSB) can enjoy messaging, view behavioral health treatment records, bills, and more from a phone or computer!

Follow the steps below to set up your secure user account.



### STEP 1



Scan the QR Code with your mobile device and follow all instructions.



OR

**Request access through your CSB Case Manager, Intake or Reception staff. Adults and/or legal guardians must register to view information for those under 18 years of age.**

### STEP 1 ►

After requesting access to the client portal, you will receive an email within two business days with a registration key code and link.

### STEP 2 ►

Enter all information requested and follow all instructions as you register.

### STEP 3 ►

Once all steps have been followed you will have access to your client information.

**Questions? Call your case manager or email [DCHSClientPortal@alexandriava.gov](mailto:DCHSClientPortal@alexandriava.gov).**

**[ALEXANDRIAVA.GOV/DCHS](http://ALEXANDRIAVA.GOV/DCHS)**