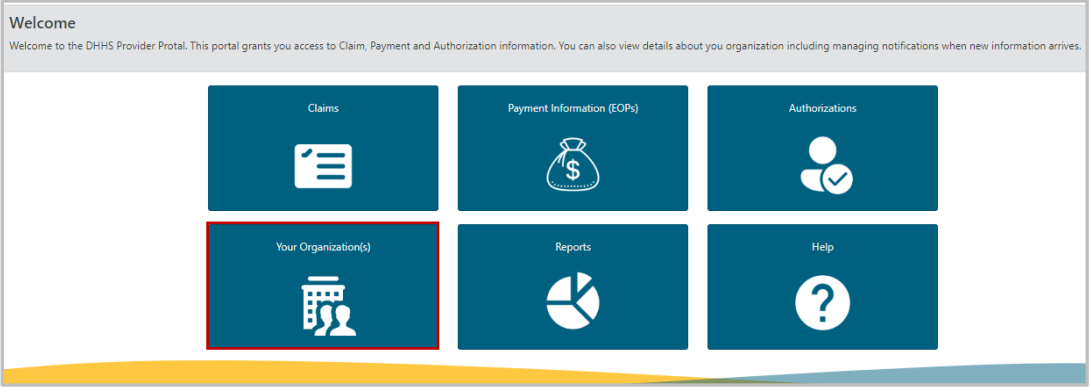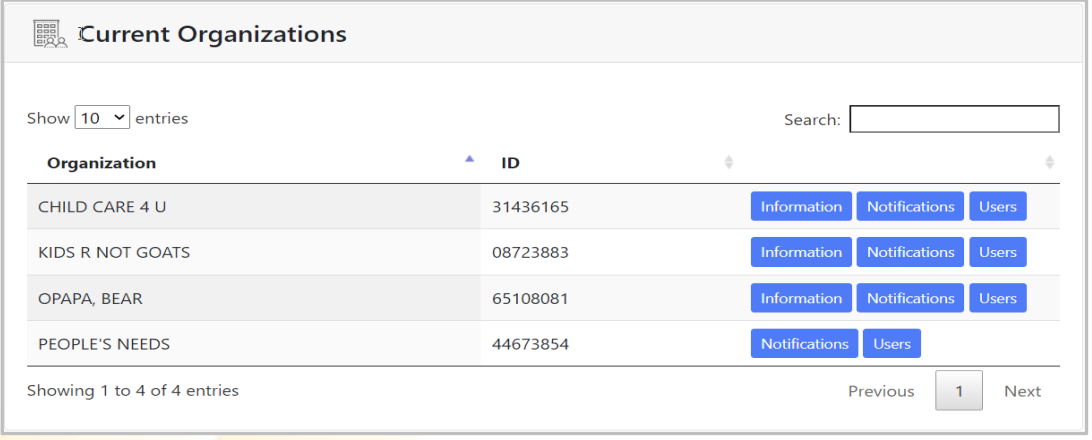# CFS Provider Portal

How to Add an Organization

If you are managing multiple organizations in your account, but do not see one in the Selected Organization drop-down menu, you can add an organization by using the **Your Organizations** tile on the Dashboard.

Step #	Description
1.	Click on the **Your Organization** tile on your **Dashboard**.
2.	A list of your **Current Organizations** display.

3.	Enter the **Organization ID** and **PIN** or **Invite ID** for the organization you want to add then click **Register**. The new organization will be added to your list of current organizations.
	Register Additional Organization You can associate your account to multiple organizations. In order to register an additional organization you must provide the Organization ID and either the Invite ID you recieved from an existing organization's user via email or PIN you received in the mail. Organization ID Invite ID **OR** PIN Register