# Why am I not receiving notification emails?

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DrChrono wants to help make sure your emails are getting delivered to you! In order to help ensure the proper delivery of emails to your inbox, you can add senders of legitimate emails to your **Whitelist**, also called the Approved or Safe Sender list.

If you're not receiving notification emails, we recommend "whitelisting" these messages by adding the following email addresses to your address book:

- reminders@drchrono.com
- no-reply@onpatient.com

### For Gmail

- 1. Sign in to your Gmail.com account
- 2. Add the email address or domain to your contacts list
- 3. Mark previous messages in the spam folder from this sender as "Not spam"
- 4. Create a filter to tell Google to whitelist emails from this address
  - Click the cog icon in the top-right corner, and then Settings
  - Click on Filters and then Create a new filter
  - Either
    - enter the domain of the email you want to whitelist in the From field or
    - enter the email address of the online group you want to whitelist in the To field
  - Click Create filter with this search
  - In the box headed When a message arrives that matches this search select Never send it to spam
  - Click the Create filter button
  - https://www.whitelist.guide/gmail/

# **For Outlook**

- 1. Sign in to your Outlook account
- 2. Add the email address to your contacts
- 3. Add the address to your safe senders:
  - Click the cog icon in the top-right corner and then More mail settings
  - Select Safe and blocked senders and then Safe Senders

- Add the domain of the email you want to whitelist to the list of Safe Senders
- Return to Safe and blocked senders and then select Safe mailing lists
- Add the email address of the online group you want to whitelist to the list of Safe mailing lists
- o https://www.whitelist.guide/outlook/

# For Yahoo

- 1. Sign in to your Yahoo! email
- 2. Add the address to your contacts list
- 3. Create a filter for the address:
  - Mouse over the Settings menu icon and select Settings
  - Click Filters and then Add
  - Enter a Filter Name
  - Either
    - enter the domain of the email you want to whitelist in the Sender field, or
    - enter the email address of the online group you want to whitelist in the Recipient field
  - Select Inbox as the folder to deliver the email to
  - Click Save and then click Save again
  - o https://www.whitelist.guide/yahoo/

### For AOL

- 1. Sign in to your AOL email.
  - Select Add Contacts
  - Select the New Contact icon
  - Enter the contact's information, including the sender's email address in the email 1 field
  - Select Add Contact
  - o https://www.whitelist.guide/aol/