Instructions to GRANT MyChart proxy access

ATTENTION: YOU MUST HAVE A MyChart ACCOUNT TO USE PROXY ACCESS.

Sharing access using the online Sharing Hub

| CENTRAL OHIO PRIMARY CARE THE BEST FOR PRIMARY CARE | STEP (1) Log in to your | A15 0 U A1 ♥ ⊿ 72% MCCoat C FRIMARY CARE Your Menu Q Search the menu Close | STEP 3 Scroll down | 4:15 0 ■ KI ♥ J 72% ■ Sharing Hub X : Sharing Hub There are many ways to share your health information. Let us help you find what you need. | STEP 4 Under "Who |
|---|--|---|------------------------------------|--|---|
| Password Forgot | MyChart account. | Sharing Image: Sharing Hub Image: Share Everywhere Image: Share Everywher | under "Sharing" and click on | Who do you want to share your health information with? Yourself You might be trying to get a copy for your personal reference. | do you want to share your health |
| | STEP | Lucy Computer-Readable Export Resources | "Sharing Hub." | A family member, close friend, or caretaker This person might be taking care of you or helping you track your health. | information with?" Click on "A family |
| Faces | 2 | Search Medical Library > Education > * Learning Library > Account Settings | | A healthcare provider A healthcare provider is a health professional (for example, a doctor, dentist, nurse, or social worker) or a healthcare | member, close friend, or caretaker." |
| Viaits Viaits Viaits | Go to the MyChart home page and click on the "Menu" | Personal Information Personal Information Account Settings Personalize change Your Shortcuts | | organization. Anyone else This might be someone at another organization, like your insurance or workplace. | |
| Messages Test Results | icon. | | | | |





Under "How do you want to share your health information with a family member, close friend, or caretaker?" Click on "Manage ongoing access to your MyChart account."





Who are you inviting?

Name



Where should we send this invitation? Email

Confirm email

*What kind of access would you like this person to have to your chart?

Full Access

This type of access is for an adult accessing another adult's record in MyChart. This person will have access to clinical information, along with messaging and scheduling features.



your MyChart account.



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Clinical Access

This type of access is for an adult accessing another adult's record in MyChart. This person will have read-only access to clinical information, such as test results and medications, but will not have access to messaging or scheduling features.

Scheduling/Messaging Access

This type of access is for an adult accessing another adult's record in MyChart. This person will have access to scheduling and messaging features only, and will not have access to clinical information

Select what kind of access you would like

this person to have.

🜒 Friends And Family Ac... 🗙

MyChart Proxy Access Terms and Conditions

MyChart proxy access allows an authorized person to access another person's MyChart ccount. Health information accessible in account. Health information accessible in MyChart includes, but is not limited to: health issues (diagnoses), medications, health history, test results, past and upcoming appointments, medical bills, price estimates, all messages to and from Health Care Providers, immunizations, AIDS/HV infection status, and some behavioral Dotto. health records.

In any proxy relationship, two people are In any proxy relationship, two people are involved. One of these is the patient whose chart is being accessed. The other is the person, the proxy, is authorized by the patient or has other legal authority to access the patient's health information.

By clicking the "I AGREE" button at the end of this document, you indicate that you've read, understand and agree to these MyChart Proxy Access Terms and Conditions below, together with the MyChart Patient Portal Terms and Conditions, and that you authorize and provide consent for another person to receive proxy

I agree to the terms and conditions *





STEP Your access email has been sent!



Proxy access may also be shared in-person at the office of the patient's Primary Care Provider.