Instructions to REQUEST MyChart proxy access

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

Requesting access using the online Proxy Questionnaire

	TEP D og in to your yChart account. STEP 2 Go to the MyChart home page and click on the "Menu" icon.	Vour Menu Vour Menu Search the menu Close My Record Covid-19 To Do Visits Test Results Health Summary Health Summary Plan of Care Questionnaires Questionnaires Medical and Family History Health Reports Toptional Questionnaires Request for Proxy Access to a Patient's Not yet answered	STEP (3) Scroll down. Under "My Record" click on "Ques- tionnaires" then find and click on "Request for Proxy Access to a Patient's MyChart Account."	Control Control Request for Proxy Access Caccur Control Insurant control Contro Insurant co	STEP G Fill out the required fields. Be sure to upload any requested legal documentation. At this point you may request proxy access to multiple accounts.
Vertex Vertex Action	STEP (5) Read the legal disclaimer, initial, then click "Continue."	V30-610 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	STEP 6 Review your responses, then click "Submit."	Image: Antipage: Antipage	Sir e you care for on your home omeone you care for, you can e.n. Dure Du

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