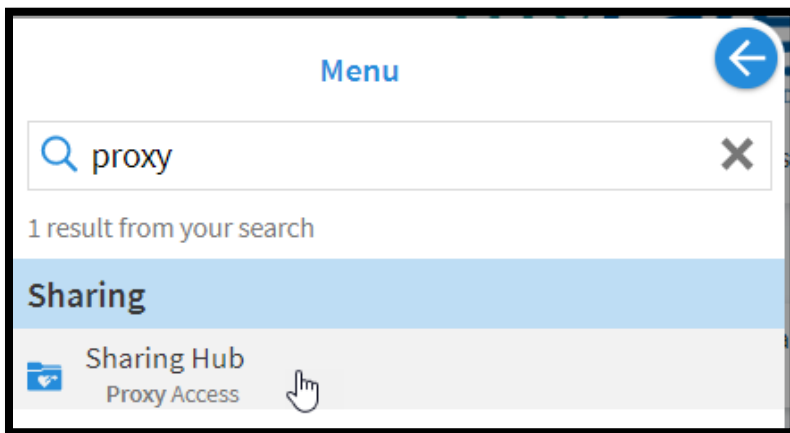


MyCare Teen Proxy Access

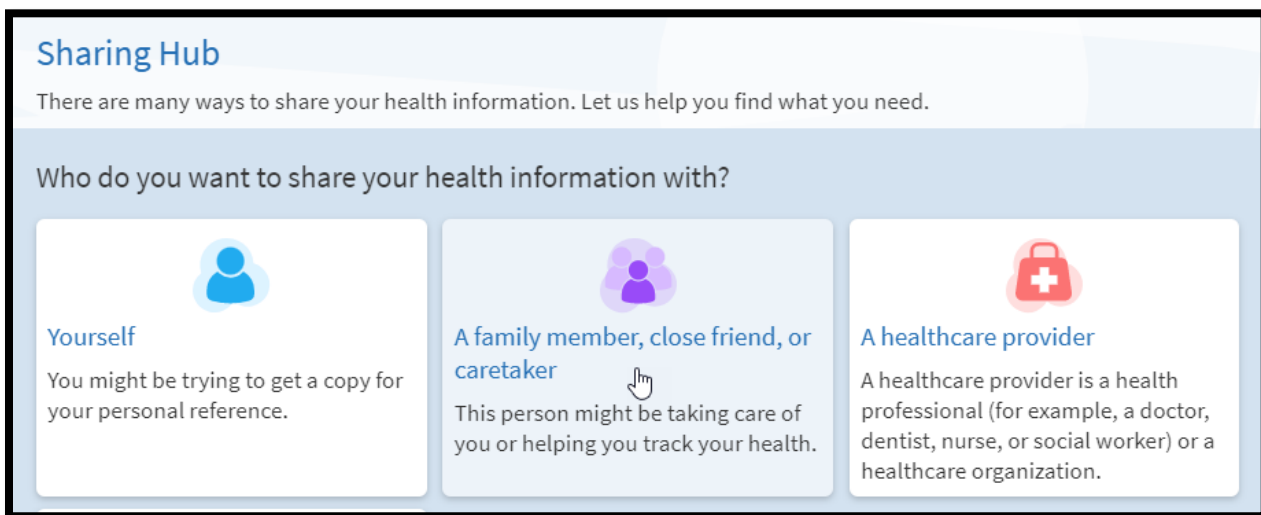
State and federal laws allow teens between the ages of 12 – 17 to consent to certain kinds of medical care, resulting in control of their own medical records. As a result, teens may establish a MyCare account and grant full or limited proxy access to an adult, family member, caretaker or guardian.

Try it out...

1. Once you log in to your MyCare account, navigate to the Menu and search for "Proxy Access. From there, select "Sharing Hub Proxy Access."



2. On Sharing Hub screen you'll be given the option to choose "Who do you want to share your health information with?" A family member, close friend, or caretaker.



3. If you want to share your health information with a family member, close friend, or caretaker, simply select the option of, Manage ongoing access to your MyChart account.

The screenshot shows the 'Sharing Hub' page. At the top, it says 'Sharing Hub' and 'There are many ways to share your health information. Let us help you find what you need.' Below this is a question: 'How do you want to share your health information with a family member, close friend, or caretaker?'. There are three main options presented in cards:

- Manage ongoing access to your MyChart account:** This person might be taking care of you or helping you track your health.
- Download or send a snapshot:** This will contain your health summary and/or specific visit details. This is available immediately.
- Request a formal copy:** You can request specific pieces of information, including lab images, or request everything. This request might take a few days for your healthcare organization to process.

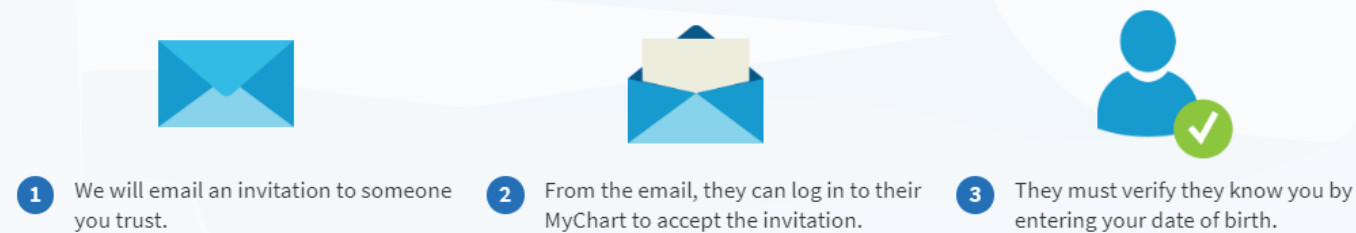
A 'Back' button is located at the bottom left of the interface.

4. In the Friends and Family Access screen select Invite someone to send an electronic invite.

The screenshot shows the 'Friends and Family Access' screen. The title is 'Friends and Family Access'. Below the title is the question 'Who Can See My Record?'. A large grey box in the center contains the text 'No one can see your information'. At the bottom, there is a dashed-line box containing a blue plus sign icon followed by the text '+ Invite someone'. A hand cursor is pointing at the 'Invite someone' text.

5. **a.** Please add the name and email address of the person (proxy) you wish to invite.
b. Please choose the type of access you would like to grant to your proxy (limited or full, see descriptions in boxes below). Once you have made your selection, please send an invitation to your proxy.

Invite Someone to Have Access to Your Record



a. Who are you inviting?

* Name

Where should we send this invitation?

* Email * Confirm email

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

Parent Accessing Teen Limited Access

This type of access allows a parent to view administrative information. It does not allow them to access clinical information like test results and medications or use messaging and scheduling features.

Parent Accessing Teen Full Access

This type of access allows a parent to view administrative information, access clinical information like test results and medications, and use messaging and scheduling features.

Revoke Proxy Access

1. To remove someone's access, simply choose the "Revoke access" option.
2. To modify proxy access, click on the "edit" option.

