

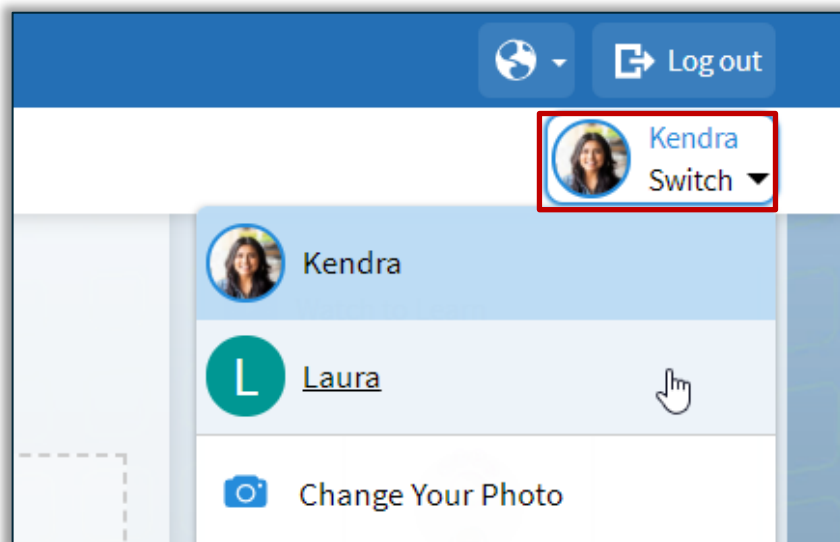
## MYCHART FAMILY ACCESS & SHARING

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### Access a Family Member's Record

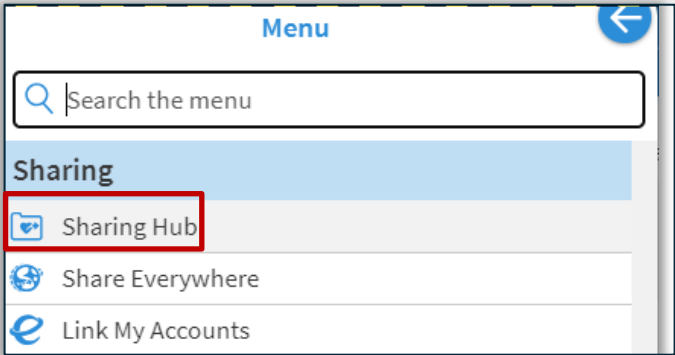
If you have access to your family members' medical records, you can view most of the information in their records in the same way that you view your own. If you're a parent, you can have access to your child's record through age 11 and limited access through age 17.

After you've received permission, view other information in your family member's record by switching to their chart. From the Switch menu, select the appropriate family member's name.

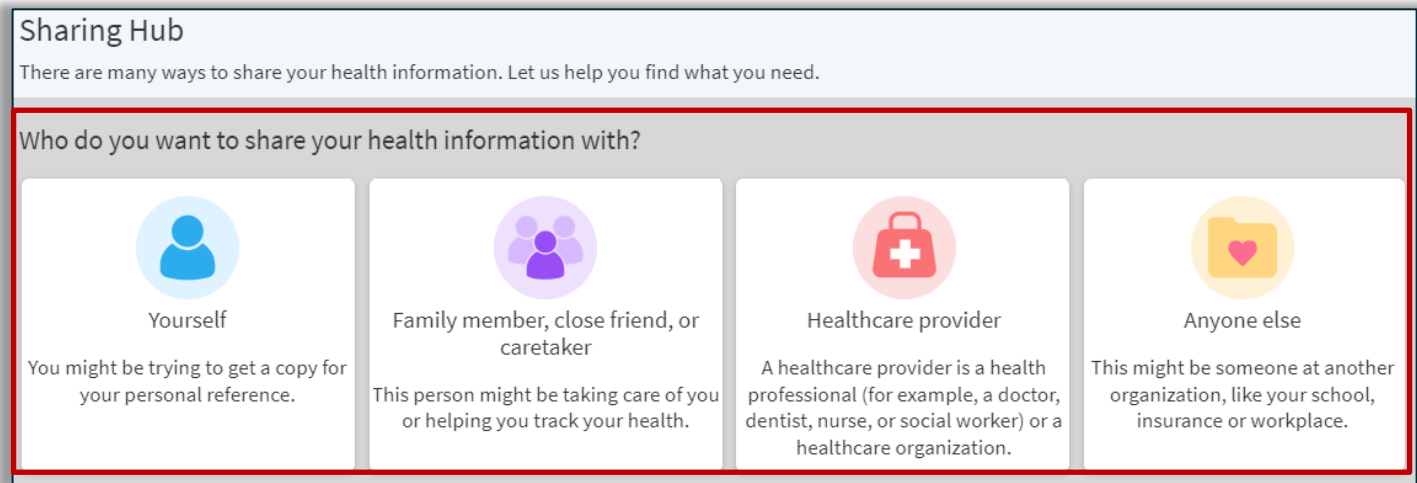


# Invite Someone Else to Access Your Record

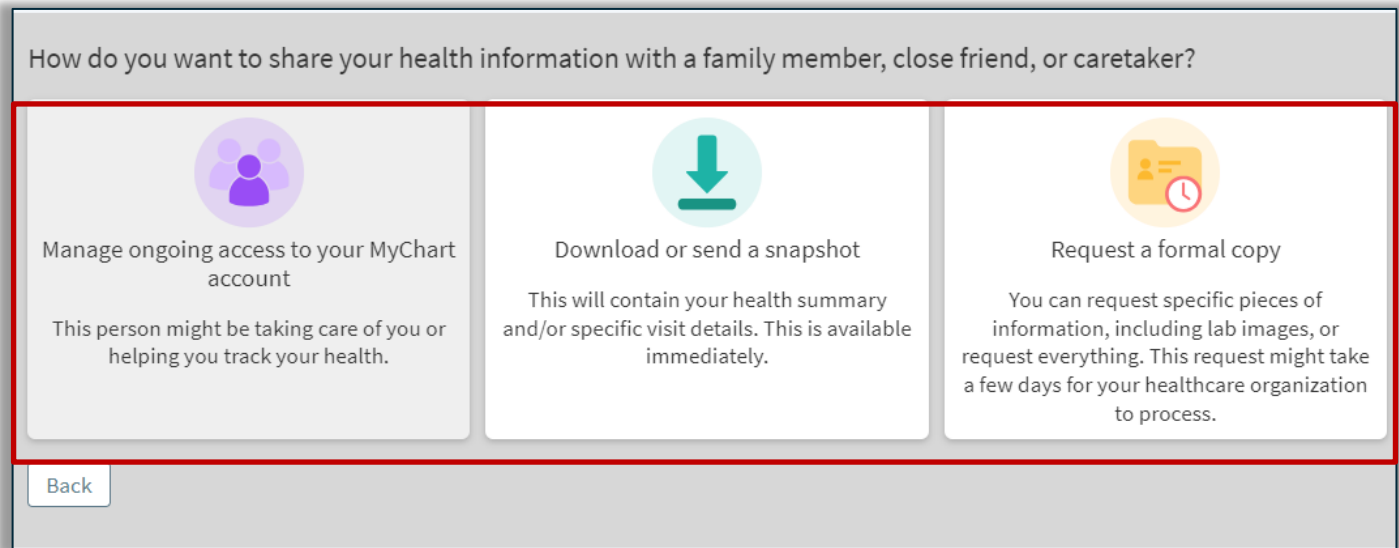
You can grant a friend or family member to your MyChart account from **Menu>Sharing> Sharing Hub** activity.



Select the resource you want to share your chart with.



Decide how you want the information to be shared.



# View, Download, or Send Visit Records

MyChart users can view, download, or share your record for one or more visits

Already know which sharing option you want?

Manage friends and family access

Grant one-time access with Share Everywhere

Download health and visit summary

Request formal copy of health record

Give permission to share your health record

Download School Health Summary

Select a visit on the **Single Visit** tab or use the **Date Range** tab or **All Visits** tab to select multiple visits.

View, Download, or Send Visit Records

You can select a single visit, visits in a date range, or all of your visits. Any visits selected will include a copy of your health summary.

Single Visit

Date Range

All Visits

Showing 5 of 32

6 months ago

FEB 14 2024

Telemedicine Visit

Provider Ochín

OCHIN MEDICAL OFFICE

→

FEB 12 2024

Patient Outreach

Shannon Zzzjepson

OCHIN MEDICAL OFFICE

→

- Click **Select a document to preview** to view a copy of the visit summary.
- Click **Download** to save a copy of the visit summary for your records.
- Click **Send** to send a copy of your visit summary to another provider. This might be useful if you need to keep another provider, such as a specialist who works outside of your clinic, informed about your health.

← Back

Preview Documents

This includes your health summary and your visit on 2/14/2024.

Download all (2)

Send all (2)

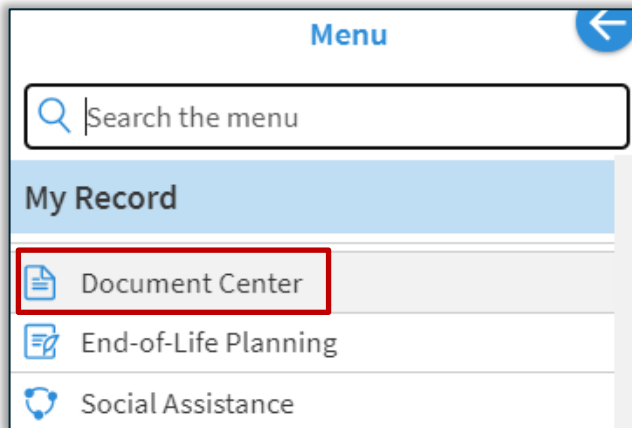
Select a document to preview

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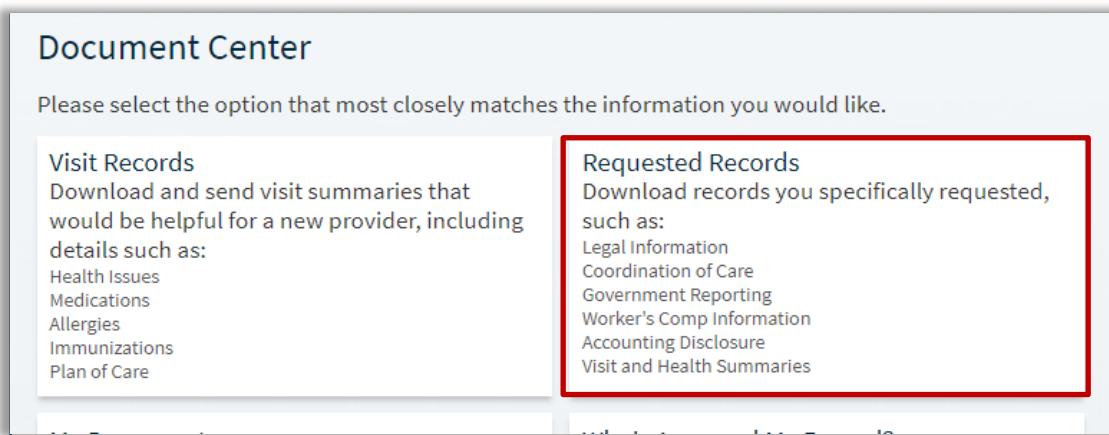
Select a document to display a preview here

# Download Medical Records You've Requested

If you've requested a copy of your medical record from a healthcare organization, users can download and view it from **Menu > My Record > Document Center**, rather than having to wait for a paper copy to arrive in the mail.

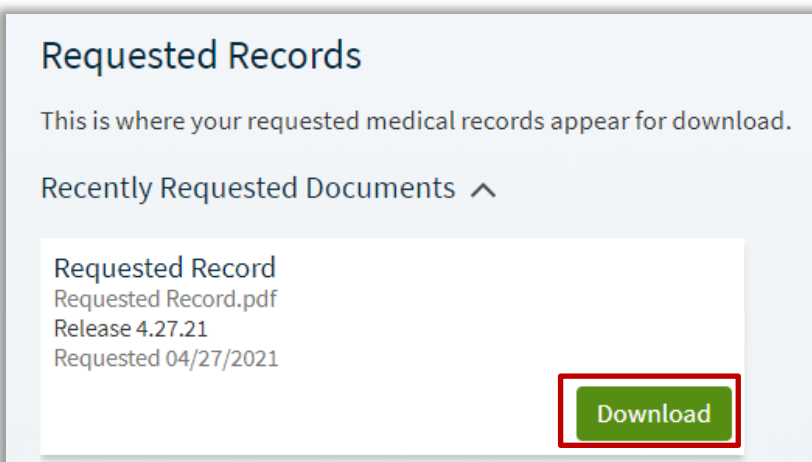


Click **Requested Records**.



Locate the record you want to view and click **Download**.

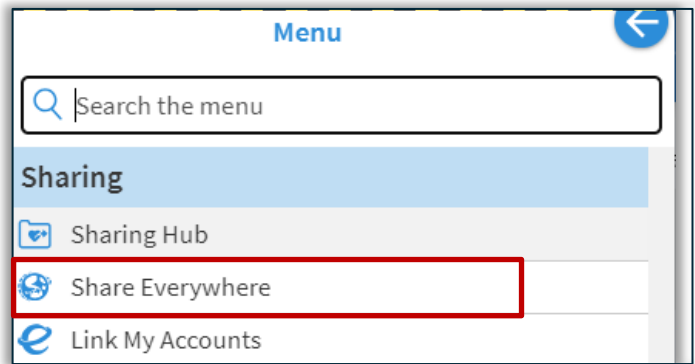
- If the record is password protected, a message will display. Click **Continue Download**. Click **Show Password** on the Requested Records page to view the password you need to access the document.



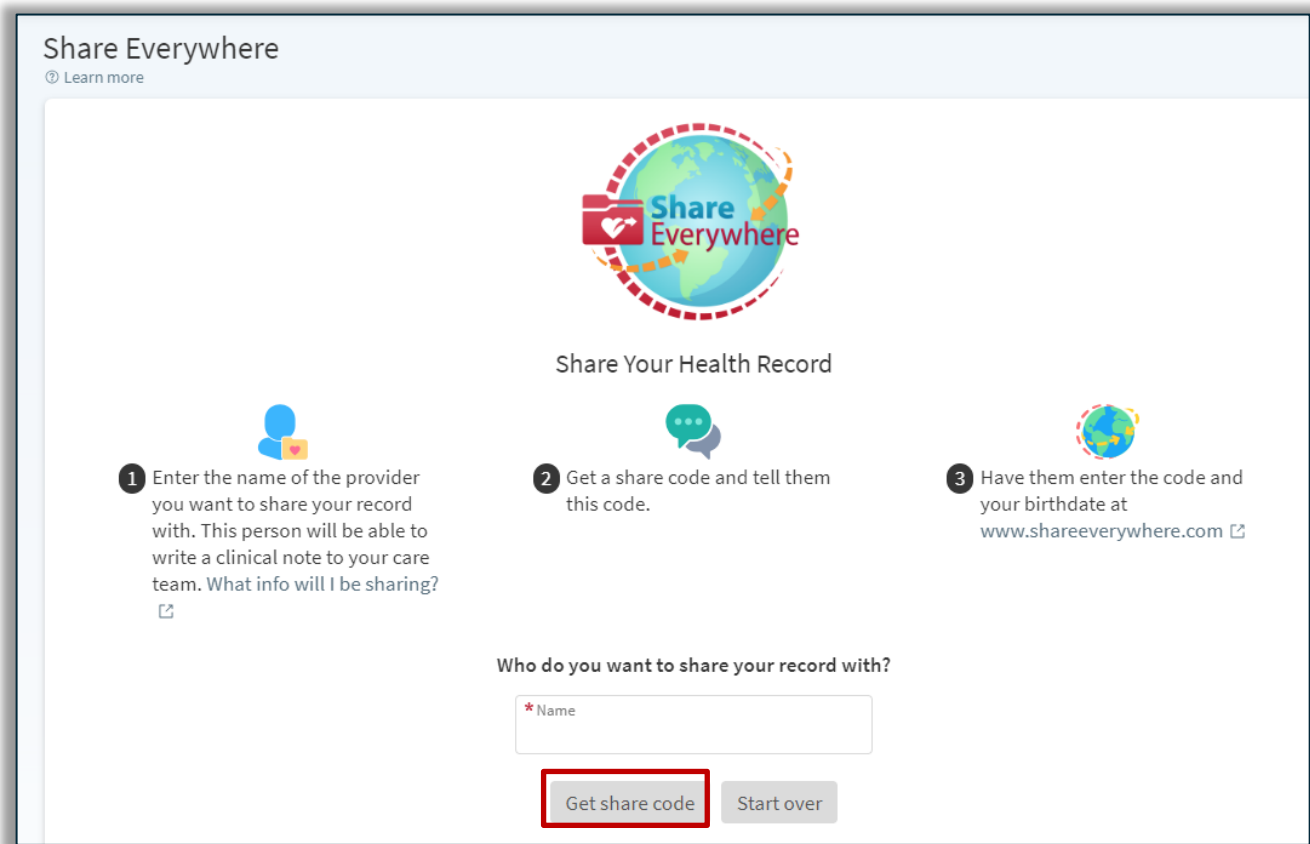
# Share Medical Information Using Share Everywhere

Share Everywhere is a way for users to share their medical information with care providers. Using MyChart or MyChart mobile account, users can generate a share code and provide it to the person or entity you want to share your health data with, like a provider or school nurse.

Users can request a share code from **Menu>Sharing> Share Everywhere**.



Enter the name of the person who will be viewing the record and click **Get share code**.



Tell the care provider to access [www.shareeverywhere.com](http://www.shareeverywhere.com) to enter the code along with your date of birth to receive one-time, temporary access to your health information. The person who views your information can also write a note back to your health system to help keep your care team informed of the care they provide.