# MyChart gives you online access to your medical record anytime, anywhere.

Whether you're at work, on the road or at home, you can view test results, message your doctor, and access medical information. You can even request your next appointment online.

# Register for MyChart at SaintAlphonsus.org/MyChart.

If you need additional assistance, call our support line at 208-367-6441 7 days a week from 7 AM to 7 PM.



MyChart<sup>®</sup> is a registered trademark of Epic Systems Corporation

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# **My**Chart

Sign up today and get connected to your health.







# Steps to Activate Your Personal **MyChart** Account

## Step 1

- Go to: SaintAlphonsus.org/MyChart
- Click the purple Sign Up Now button

# Step 2

#### I DO have an Activation Code:

- Enter the Activation Code you received in the letter at your appointment check-in
- Enter date of birth using requested format (mm/dd/yyyy)
- $\bullet$  Click on the  $\ensuremath{\textbf{NEXT}}$  button and proceed

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### I DO NOT have an Activation Code:

- Click the SIGN UP ONLINE on the right side of the *Please Identify Yourself* page button located under "No Activation Code?" on the *Please Identify Yourself* screen
- Select "Match Yourself with Our Records" and complete the form and CAPTCHA spam prevention on the next page.



An Activation Code letter will be sent to the email you've provided. Once received, return to this step and complete the "I DO have an Activation Code" section above.

If you are unable to match with our records, please try the "Verify Identity with a Third Party" option. After completing the form, you will be prompted to answer identity verification questions and CAPTCHA spam prevention.

# Step 3

- Create a MyChart<sup>®</sup> ID
- Must be 8 to 30 characters long and is not case sensitive
- Create a password (must be typed twice)
- Must be different than your MyChart ID - Must be 8 to 30 characters long and is

case sensitive You will need to enter your MyChart ID and Password in the appropriate boxes (see Step 5

below) every time you access your MyChart account.

**Note:** Do not use your Activation Code as your MyChart ID.



## Step 4

- Read the Terms and Conditions
- You must agree to the Terms and Conditions to use MyChart by clicking the **ACCEPT** button
- Terms and Conditions will display each time you log on to MyChart unless you check the box marked "please do not show this page" next time

To proce	eed, you must agree to the following conditions governing the use of this Web site.				
WELCOME					
Welcome to our website [the "Site"). Your compliance with these Terms of Use / Online Privacy ("Terms of Use") is a condition to your use of the Site. If you do not agree to be bound by the Terms of Use, promptly coit this Site.					
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# Step 5

The next time you visit **mychart.trinity-health.org**, you will enter your MyChart ID and your Password to access your MyChart account.

• Make sure that you save your MyChart ID in a secure place

**Note:** You can bookmark or add the above URL to your favorites.

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pandem	ic. Please call your provider's office to schedule an ap about COVID-19 and Trinity Health's ongoi	Password		
-	Communicate with your doctor	WR.	Access your test results	Sign in
	Get answers to your medical questions from the comfort of your own home		No more waiting for a phone call or letter - view your results and your doctor's comments within days	Forget Username? Forget Passag
	Request prescription refills	100	Manage your appointments	New User?
	Send a refill request for any of your refiliable medications		View details of your past and upcoming appointments	Sign up now
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