

EpicEdge Tips & Tricks

Remote Client My Chart Signup

In Remote Client, the MyChart Activation Instructions are at the bottom of the patient's thumbnail report.

The screenshot displays the Epic Remote Client interface for a patient named Dana-DisDsch. The interface includes a left-hand navigation menu with categories like My Patients, Schedule, In Basket, Admin, Address Book, Reports, Past Visits, Chart Review, Flowsheets, Contact, Medications, Allergies, DME, Care Plan, Plan of Care, and Orders. The main content area shows patient details for Dana-DisDsch, including demographic information, coverage information for Home Health Account #1201511, service level benefits, and myTuftsMed Status (Pending).

The **MyChart Activation Instructions** section is highlighted with a red border and contains the following text:

You can use the access code below to register your patient for MyChart. This will allow them to securely access their online medical record, send messages to their doctor, view test results, renew prescriptions, schedule appointments, and more.

How Do I Sign Up?

1. Go to the Address Book task and select the MyChart link.
2. Click on the **Sign Up Now** link in the New User? box.
3. Enter the MyChart Activation Code exactly as it appears below.

MyChart Activation Code: TG2JN-9NC9W-K9ZK2
Expires: 6/16/2023 9:04 AM
4. Enter the last four digits of your patient's Social Security Number and Date of Birth as indicated and click **Next**. You will be taken to the next sign-up page.
5. Your patient should create a MyChart username. Think of one that is secure and easy to remember.
6. Your patient should create a MyChart password. They can change the password at any time.
7. Your patient should choose a security question, enter their answer, and click **Next**. This can be used at a later time if they forget their password.
8. Select their communication preference. Enter a valid e-mail address to receive e-mail notifications when new information is available in MyChart.
9. Click **Sign In**. Your patient can now view their medical record.

Additional Information
If you have questions, you can e-mail DoNotUse@DoNotUse.DoNotUse or call 855-422-7300 (toll free) or 617-636-5418 (local)

to talk to our MyChart staff. Remember, MyChart is NOT to be used for urgent needs. For medical emergencies, dial **911**.