

Use MyChart to book appointments online with your **established providers**.

## How to Use Schedule My Appointment

- For providers in internal medicine, family medicine or pediatrics at any of our family health center locations and internal medicine at Main Campus.
- View the provider's open schedule or view the first available for any provider within that department
- Choose an appointment and book it in real-time

## Tips for When to Use Schedule My Appointment

- Yearly physical exams
- Non-urgent office visits


## How to Use Request an Appointment

- For all Cleveland Clinic providers, including specialists
- Select your preferred dates and times, or request the first available appointment
- An appointment scheduler will book the appointment and send a secure message in MyChart with the appointment details


## Tips for When to Use Request an Appointment

- A non-urgent office visit to address multiple concerns
- Emergency room and hospital follow-up visits
- Yearly physical exams

\*Established provider: A provider you have seen within the last fifteen months.



### Choose an Appointment Time Slot



Reason for visit: Office Visit


**Instructions**

- Choose the desired time slot
- Click **Continue** to view the complete appointment information
- To view more time slot click **Next Times** arrow
- Click **Back** to change the date and time range

Note: Physicals will be scheduled with your primary care physician.

Date/Time	Providers/Resources	Department	Location
<input type="radio"/> Wednesday September 24, 2014 9:40 AM	MyChart Provider, MD	<a href="#">Family Medicine</a>	FHC Avon (West - Lorain)
<input type="radio"/> Tuesday September 30, 2014 9:20 AM	MyChart Provider, MD	<a href="#">Family Medicine</a>	FHC Avon (West - Lorain)
<input type="radio"/> Tuesday September 30, 2014 10:20 AM	MyChart Provider, MD	<a href="#">Family Medicine</a>	FHC Avon (West - Lorain)

← Previous Times
Next Times →



### Request an Appointment

To request a new appointment, use the pulldown menu to choose the provider you would like to see, select a preferred date and time range, and enter the reason for the visit.

**⚠ You will need to call your physicians office for an appointment if:**

- Your need is urgent
- It has been more than 3 years since your last visit

**If you are experiencing chest pain, shortness of breath, or a life or limb threatening emergency, call 911.**

Need help paying your medical bills? Call 866.621.6385 or go to [www.ccf.org/financialassistance](http://www.ccf.org/financialassistance) for information on our financial assistance policy.

\* Indicates a required field

**From:** Mitch MyChart Patient

\* **Request with:**

\* **Preferred dates:**    through

\* **Preferred times:**

Early morning (before 10 a.m.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Late morning (10 a.m.-noon)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Early afternoon (noon-2 p.m.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Late afternoon (2-5 p.m.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> No preference, first available appointment					

\* **Reason for Visit:**