

MyClevelandClinic connects you to MyChart[®] so you can access all your health information in one place.

Steps to Activate Your Account for the First Time

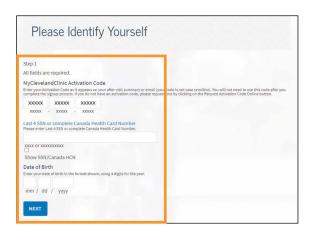
1. Review the email sent to you with signup information.

If the email was sent to you automatically (when scheduling or checking in for an appointment or after discharge from the ED or hospital), click the link within email and it will open your

browser to the sign-up page. The Activation Code will auto-populate within the field.

If you received an activation code on your after visit summary, visit mychart.clevelandclinic.org/accesscheck.asp and enter the code within the field.

- Enter the last 4 digits of Social Security Number or complete Canada Health Card Number.
- Enter the date of birth (mm/dd/yyyy).
- Click the **NEXT** button.



- 2. Create a Username and Password.
 - Username **must** be 7-30 characters with no spaces and **is not** case sensitive. Do not use your Activation Code as your Username.
 - Create a password (must be typed twice).
 - Must be different than your username
 - Must be 8-20 characters and is case sensitive
 - Click the **NEXT** button.

Step 2 of 3				
All fields are require	d.			
Please choose your	MyClevelandClinic Username and pass	word.		
MyClevelandClini Create a MyClevelandCli	Username ic Username. It cannot be changed, so thisk of o	one that is secure and easy to remember.		
Username may con	sist of a-z, 0-9, and or @			
Password Create a password. Your letters (lowercase and u	assword must be different than your MyClevela percate).	nd Clinic Username. For increased security,	use a combination of numbers and	
	more; case sensitive			
Retype Password				

3. Enter your email address (must be typed twice) and click on the **SIGN IN** button.

E-mail Notification	S	
Step 3 of 3		
E-mail Address Your e-mail address will be used for alerts only. We will no	t share your e-mail address with anyone.	
Example: chris@company.com Retype E-mail Address		
SIGN IN		
_		
Google Play	Interoperability Guide TAQs. Privacy Policy: Terms and Conditions. High Contrast Theme	Rychard ^a logicitat from Epic Systems Conjunction & 1988 - 1

Eleveland Clinic MyChart: Your Interactive Health Record[®]: Terms and Conditions of Use (" leve ALL MEDICAL EMERCENCIES, IMMEDIATELY DIAL 911. DO NOT USE THIS CONVENIENCE DOMMUNICATE MEDICAL EMERGENCIES.

> ion released at the disi linic MyChart ID and pa

responsible for safeguarding the Cleveland Clinic MyChart ID

ping this

Individual" means the patient whose record is maintained in Cleveland Clinic MyCh our" and "Cleveland Clinic" mean The Cleveland Clinic Foundation. The use of the w individual proxy representative, authorized by Individual and/or authorized by app ortions of the Individual's medical record through the MyChart Caregiver service as unctions available to Caregivers.

- 4. Read and agree to the Terms and Conditions.
 - Terms and Conditions will display each time you log on to MyClevelandClinic unless you check the box marked "please do not show this page" next time.
 - Click the **ACCEPT** button.

5. The next time you visit the MyClevelandClinic login page, you will enter your Username and Password to access your account.

- Save your Username in a secure place.
- Bookmark or add the URL to your favorites.

6. Add your children and/or dependent adults to your MyClevelandClinic account:

- In MyClevelandClinic, select Request Family Access in the Messaging menu and follow the steps provided.
- If you'd like to authorize a loved one to access your account, use the "Share My Record" feature in the Health menu.
- More information can be found in the For Loved Ones tab located at <u>clevelandclinic.org/mychart</u>.

