## A Patient's Guide: Adding Additional Family Members to a MyCareCorner Registered Account

Additional family members (spouse, children, and/or parents) can be added to a registered MyCareCorner account once a healthcare provider (hospital or clinic) provides the family member with <u>an email</u> or a <u>printed copy</u> of the registration invitation for MyCareCorner.

## Using the Email Invitation

1. To add the family member to your registered MyCareCorner account, you need an invitation from the healthcare provider. Once you receive the registration invitation for MyCareCorner, click the link in the email.

Hi Maria,	
Your role: 1	The Patient
	een invited by your provider to register on the Patient Portal. To get started, simply Ir new account by clicking the following link or copy the URL into your browser's addre
Click here t	o register.
When pron	npted to enter your invitation code, please enter the following code:
CNXU-USY	-cswc-rlbj-tuts
required in "Access Ap	In be prompted to answer a verification question. After you have entered all the formation, click the "Allow" button to complete the process. Once you receive the proved" notification on the screen, your registration is complete and you will have be following on the portal:
• Have • View a	upcoming appointments 24/7 access to your portal health record and send communications to your provider uich more
Please cont	act the facility if you need assistance or need a new invitation code.
EVIDENT C	DMMUNITY HOSPITAL   5023451234

Email Invitation

2. The MyCareCorner page is launched. Click **Continue**.



3. To confirm the identity of your family member, enter the family member's date of birth and click **Next**.



4. A question is displayed: *Do you already have a MyCareCorner account?* Select **Yes**.

MYCAREC@RNER*				
	Answer Security Question	Create Account or Sign In	••• Set up Health Record	
		you already have a MyCareCorner accord could be an account you use to view your health informatic health information for someone you care for. Yes No		

5. The Sign in box is displayed. Enter the registered account member's Email and Password and click **Sign In**.

MYCARECORNER*	
Answer Security Question	Create Assessed or Signin Series Stratiguited Bissord
	Sign in to Your Account
	Ensi
	j.smith@email.com
	Password
	Fanjat Usemane? Fanjat Password?
	Sign in
	Deri't have an account, with Create an Account

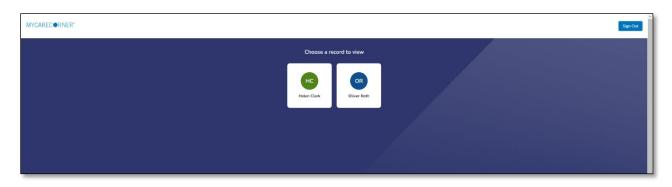
6. On the Create Health Record screen, enter the First Name, Last Name, Relationship to You, Sex, and Date of Birth of the family member's record you are adding.



- 7. Enter the characters you see in the gray bar in the field provided. Click **Next**.
- 8. The authorization screen is displayed. Select Authorize.

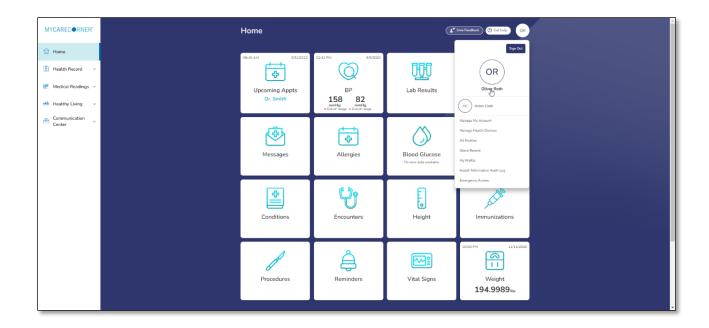


9. The Access Approved screen is displayed. Click **Home.** Now, both records are displayed. Select the record that you'd like to view.



10. Once in a health record, you can switch the view to other records linked to your account. Click the circle with your initials on it (in the upper-right corner of the screen). Other records that you have linked are displayed. Click a name to switch the view.

## Adding Family Members to Your MyCareCorner Account



## **Using the Printed Invitation**

1. To add the family member to your registered MyCareCorner account, open your web browser, type the URL from the printed invitation into the address bar, and press **<Enter>**.



Printed Invitation

2. The MyCareCorner page is displayed. Click **Continue**.



3. The Identity Code screen is displayed. The identity code should auto-fill into the fields. If not, enter the code from your printed instructions and click **Next**.

MYCARECORNER*	
Enter the identity code shared with you by MyCareCorner  territor Code  ECEN WEBS MMPQ OUT TUP  Note: If you capty and pash the units code into the	
fort field, it will automatically fill in the other fields. Next	

4. The confirm identity screen is displayed and the remaining steps are the same as having an email invitation. Follow steps 3-12 in the <u>Using the Email Invitation</u> section.