

# BEEBE HEALTHCARE'S MyChart®

## QUICK START GUIDE



# HOW PATIENTS ACTIVATE THEIR PERSONAL MyChart<sup>®</sup> ACCOUNT



1. Click the link in the email or text you received. It will open to an internet browser or the MyChart mobile app.
2. Type the activation code exactly as it appears and press enter.
3. Create a username, password, and fill out the personal identification prompts (last four digits of SSN and date of birth).
4. Confirm your email address and read and accept the terms and conditions to complete the process.
5. Your account is now created, and you may login to MyChart to see health records and connect with your care team.

# MyChart<sup>®</sup> LOGIN PAGE



You can log in to the Beebe Healthcare MyChart through the mobile app or a web browser using your username/email and password.

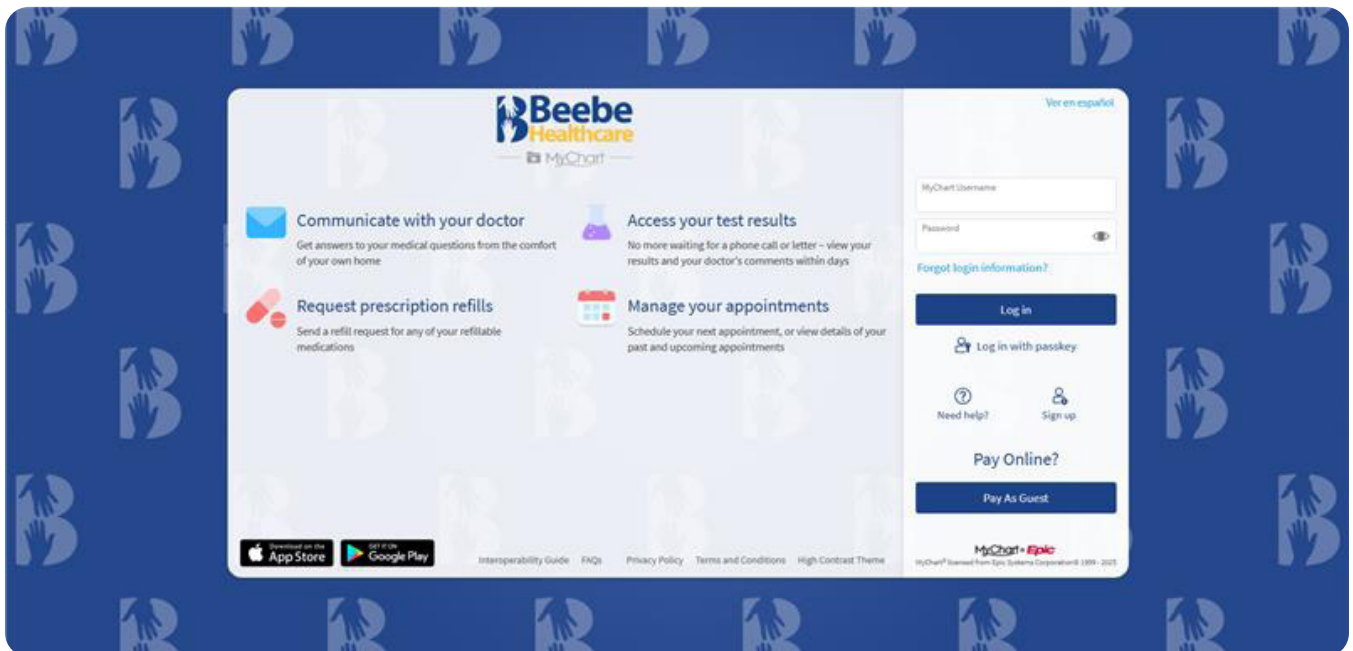
In the mobile app, links to features are listed at the bottom. In the web version of MyChart, links to features appear in full view on the page.



MyChart<sup>®</sup> App  
Login Page



MyChart<sup>®</sup> Web  
Login Page

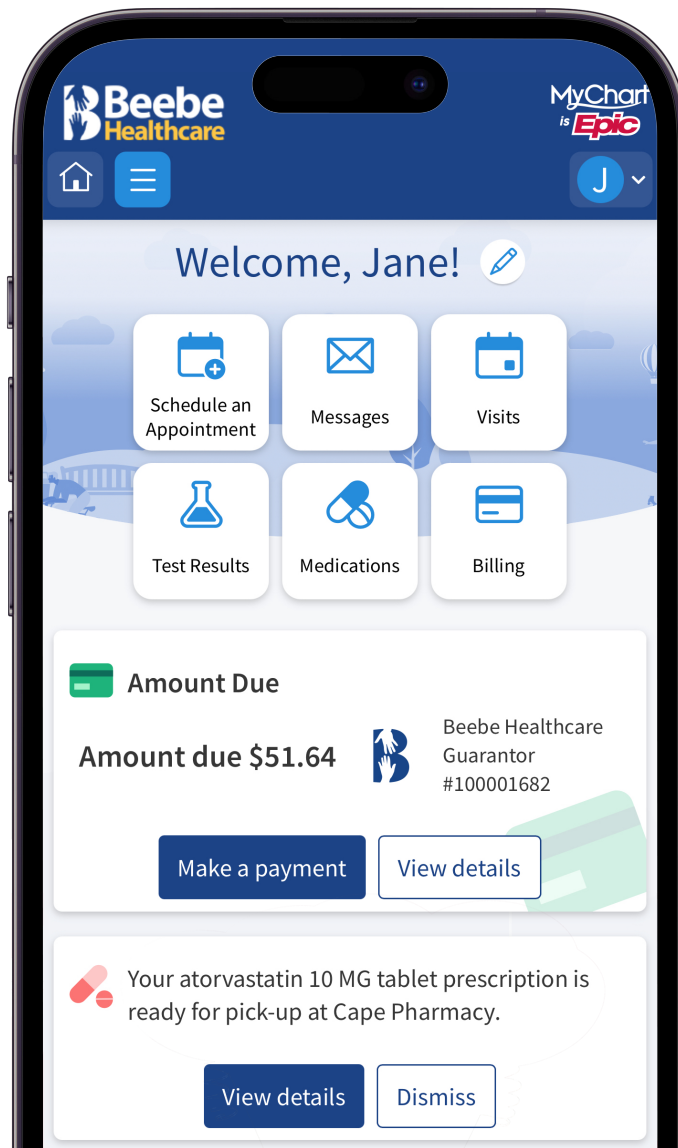


# MyChart<sup>®</sup> HOME PAGE



The menu icon is in the top left corner, and the button to switch between individuals is in the top right. Shortcuts are unique to the individual selected and are controlled by specific access to that user. For example, to send a message regarding a patient, you must switch to that family member.

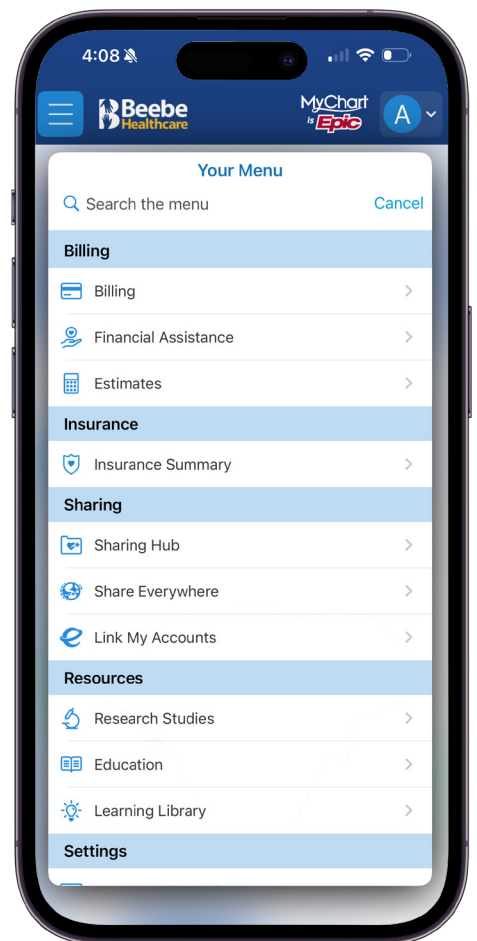
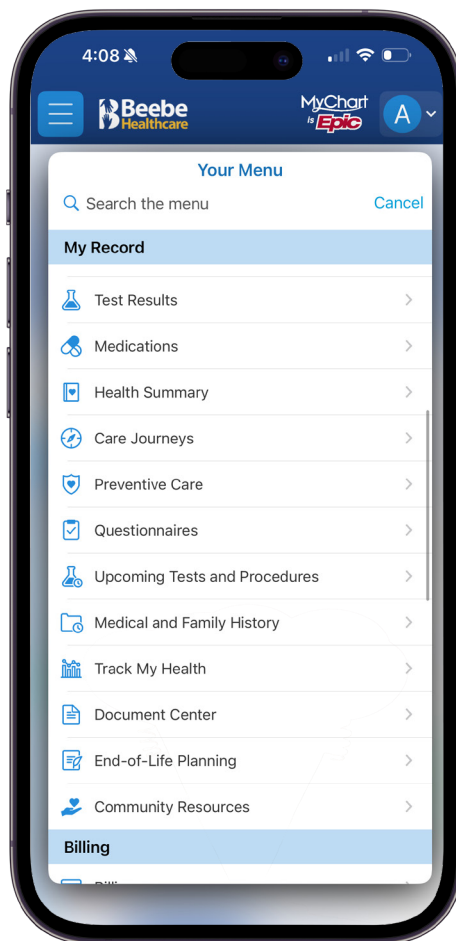
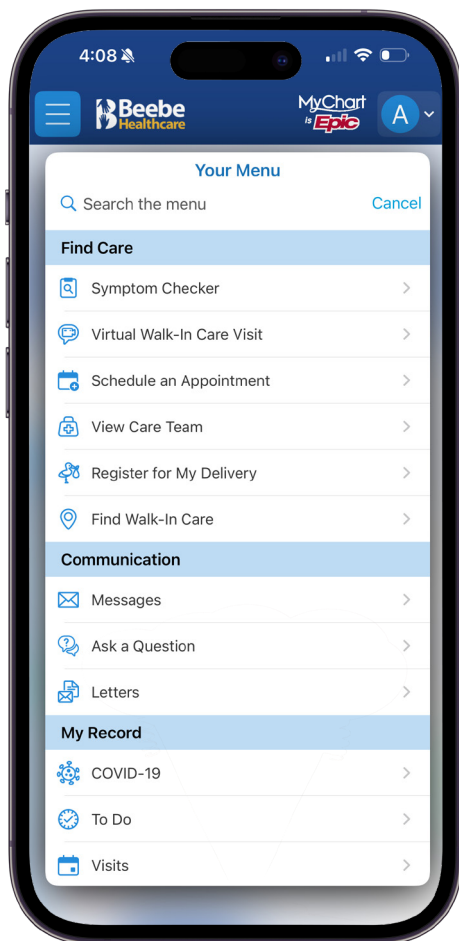
In MyChart, the individuals homepage has 6 shortcuts at the top, which can be customized. Below that is the health feed.



# MENU



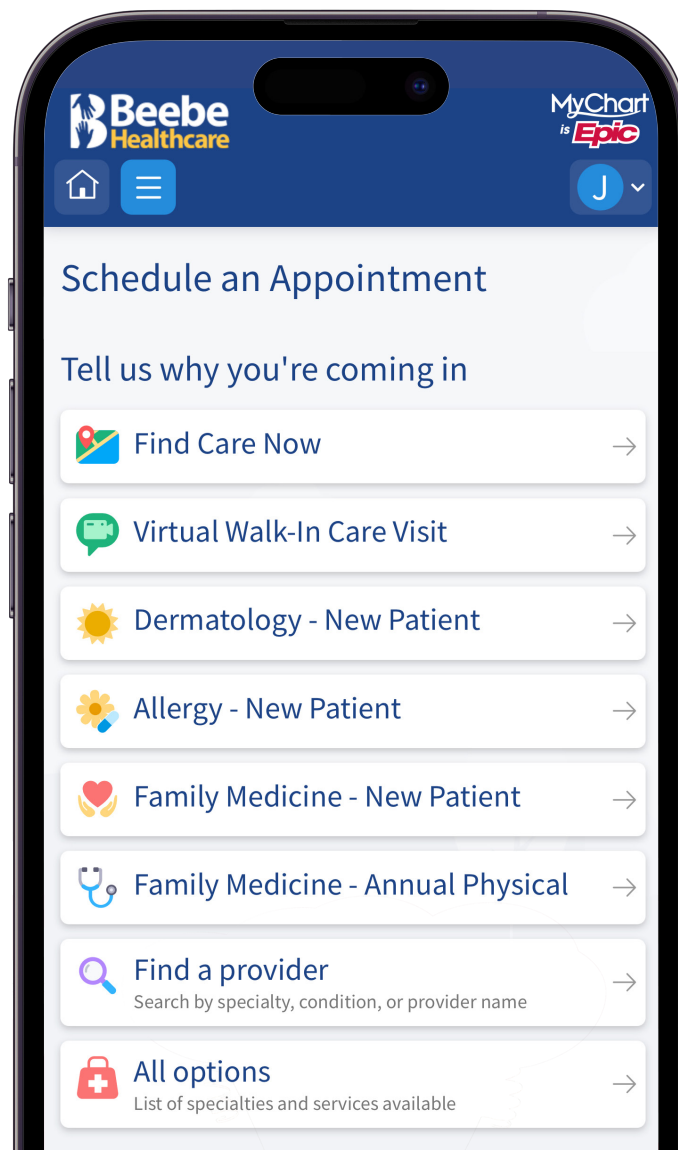
Tap or click the menu icon in the top left corner to access all menu items. If you can't find what you are looking for, use the search box at the top to locate an item.



# APPOINTMENTS AND VISITS



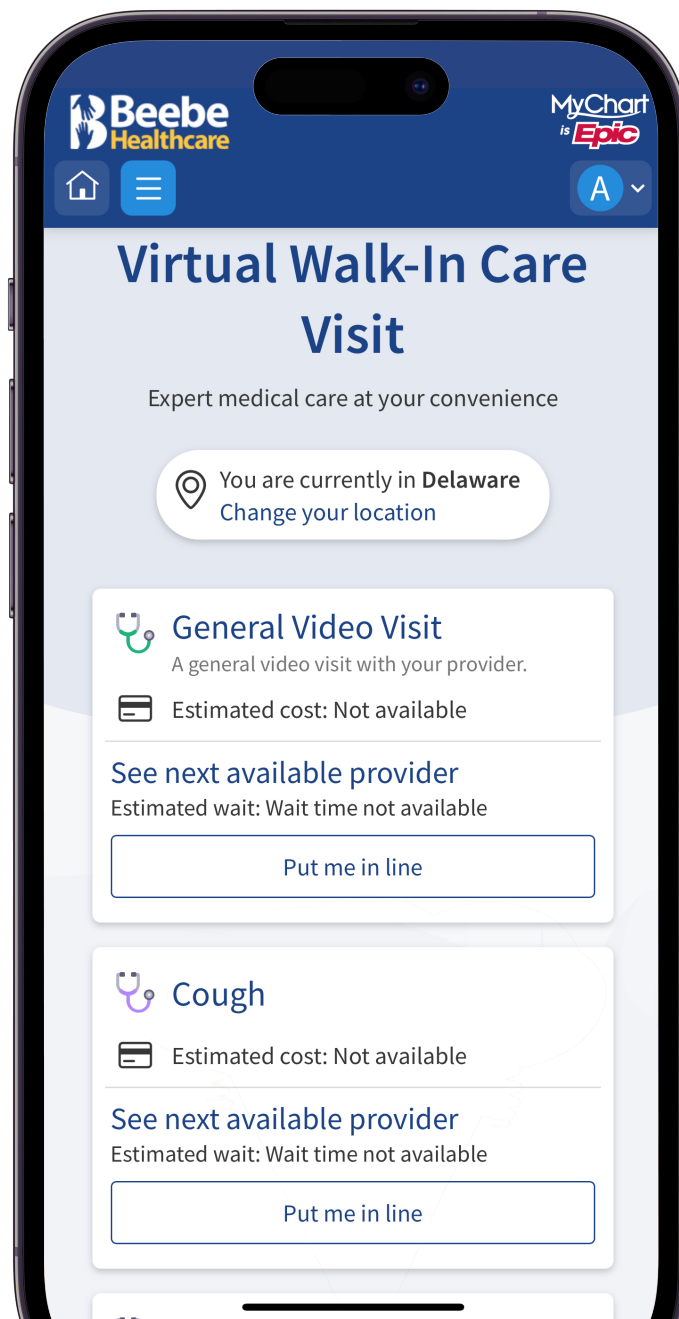
The Appointments and Visits page will display Upcoming and Past Visits. From this page, you can view visit details, complete Get Ready, join a video visit or schedule an appointment.



# VIRTUAL WALK-IN CARE VISITS



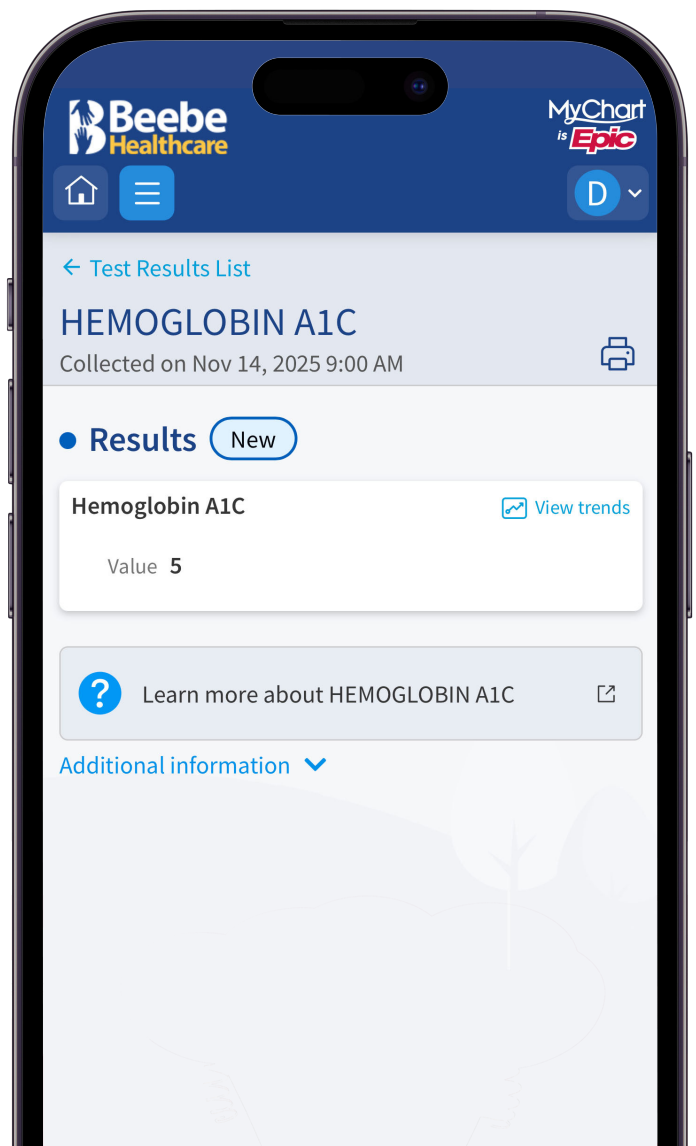
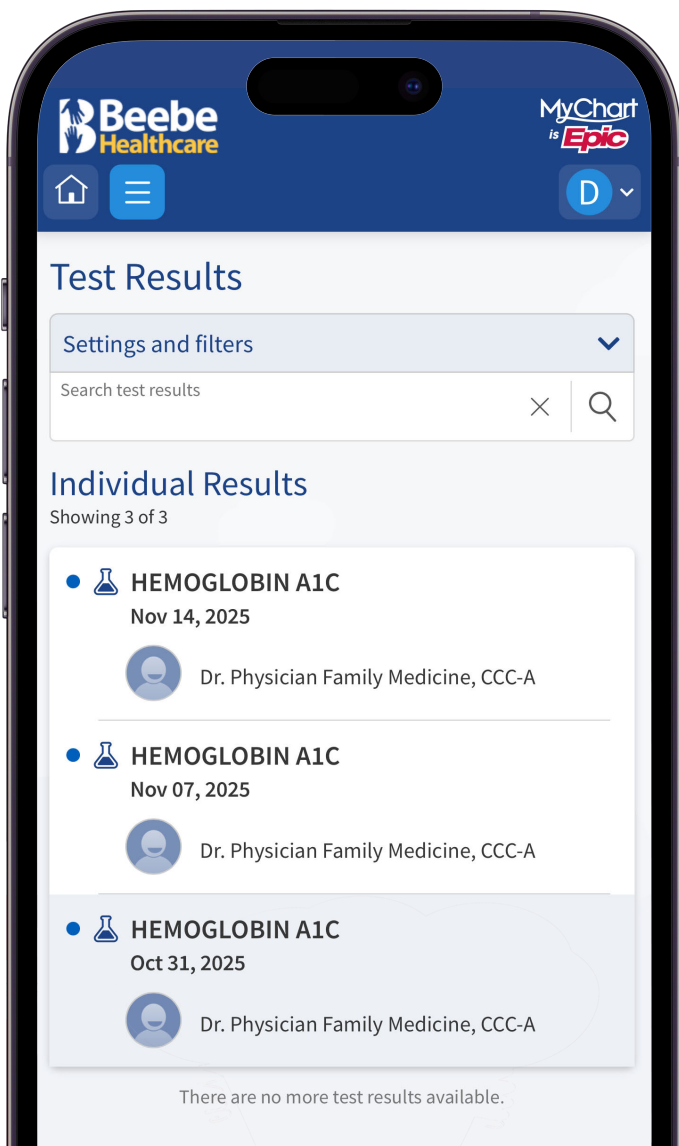
You can join a virtual queue to have an on-demand video visit with one of our Walk-In Care providers.



# TEST RESULTS



On the home page you can see the “Test Results” shortcut on the dashboard and in the menu under “My Record.”

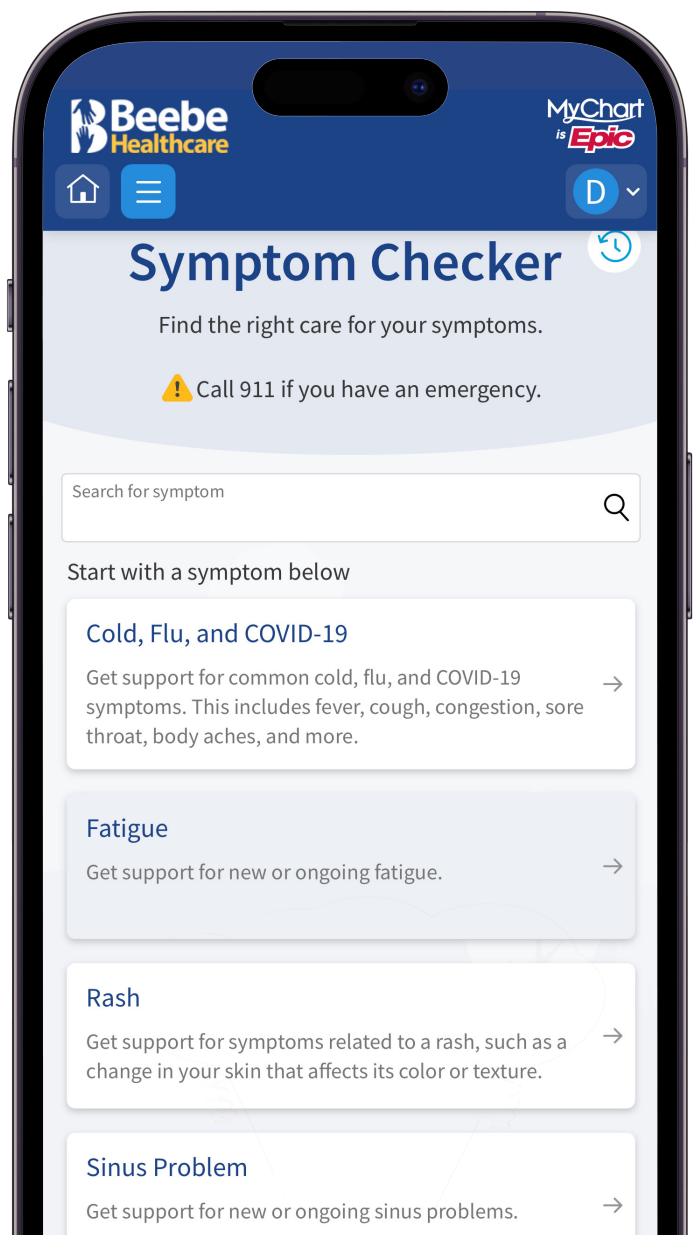
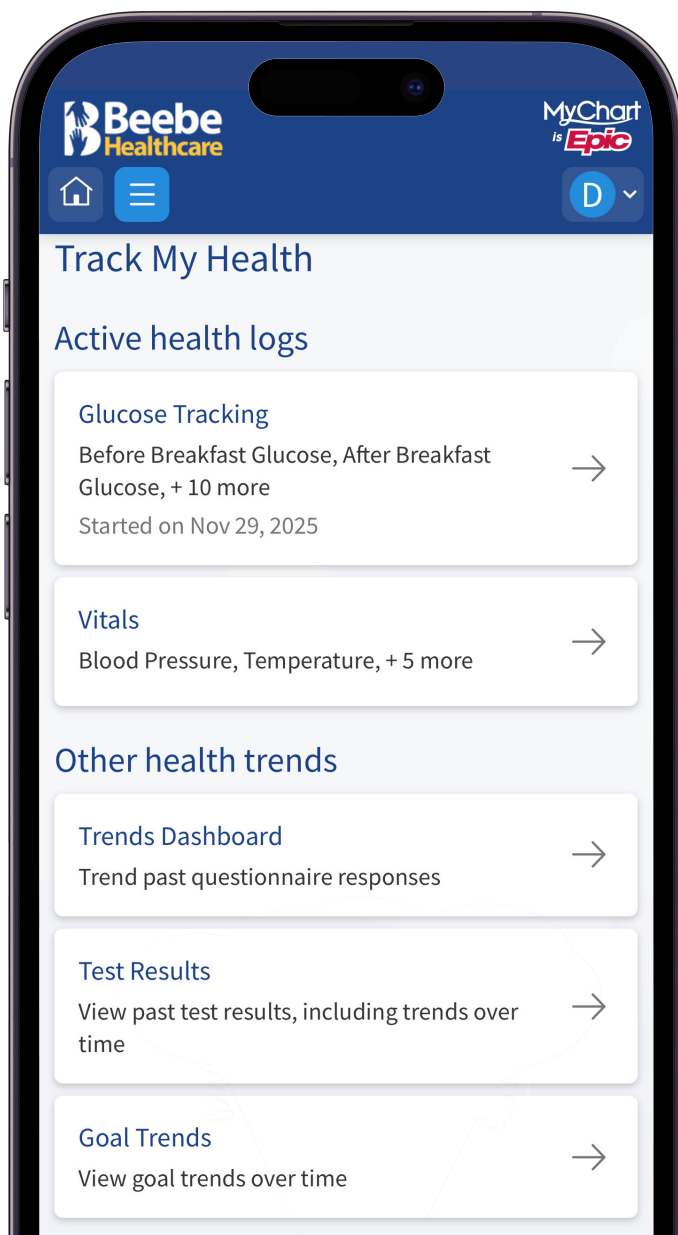


# HEALTH TOOLS



Tools like “Track My Health” and “Symptom Checker” can be found through the menu for your use at any time.

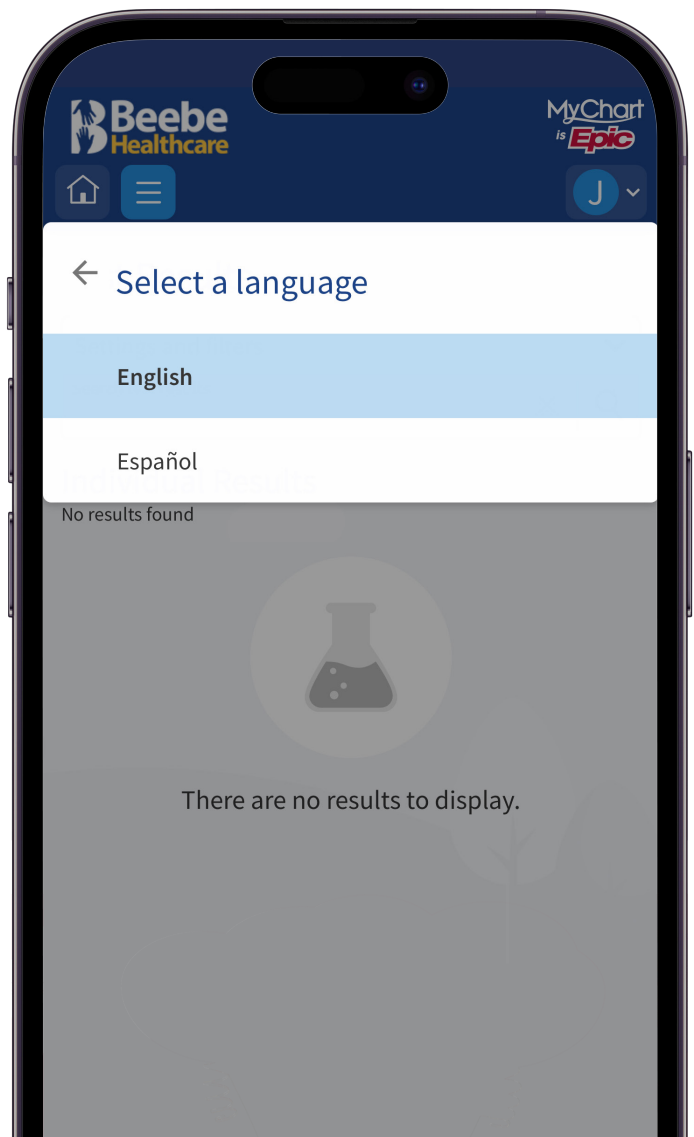
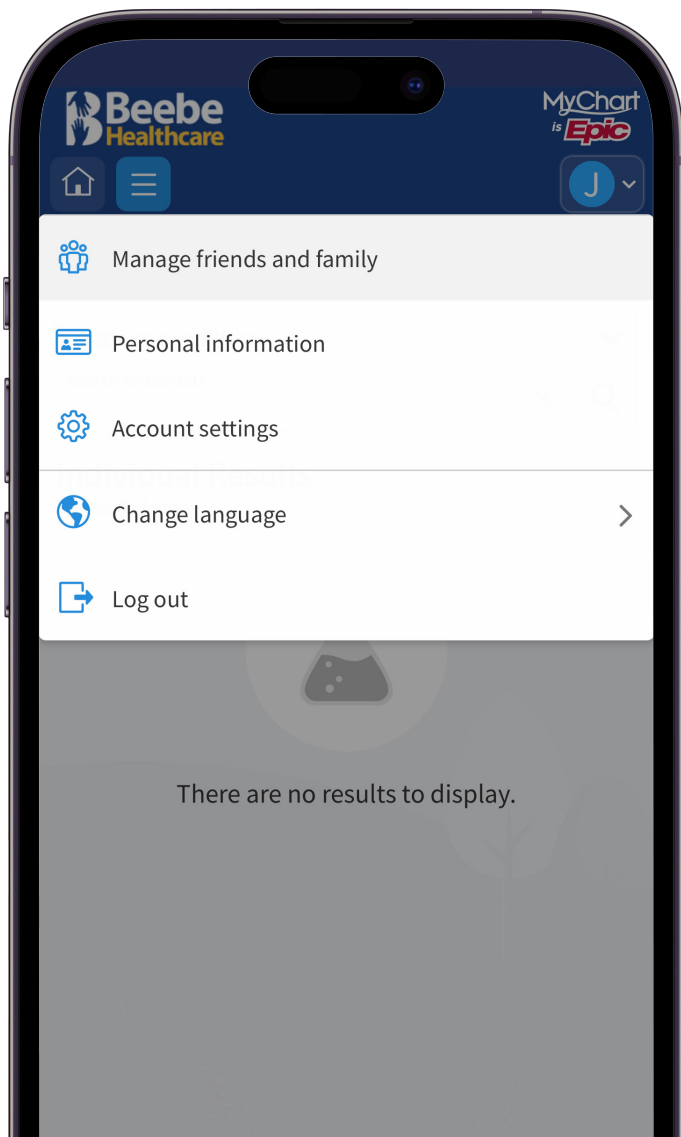
Symptom Checker asks patients questions about their symptoms to recommend the right level of care. Based on their answers, patients might schedule an in-person or video visit, seek immediate care with an on-demand video visit or at an urgent care location, or get advice on how to care for themselves at home.



# HOW TO CHANGE THE LANGUAGE



In the MyChart app, under Account Settings, select “Change Language” to change the language to Spanish.



# COMMUNICATION PREFERENCES



Select “Communications Preferences” in the menu.

In the General section under Settings, you can choose how you want to receive communication, either email, text message, push notification, phone or mail.

The Details section will allow you to choose which communications you want and in which way. Use of the Advanced settings will display additional types under topic.

