

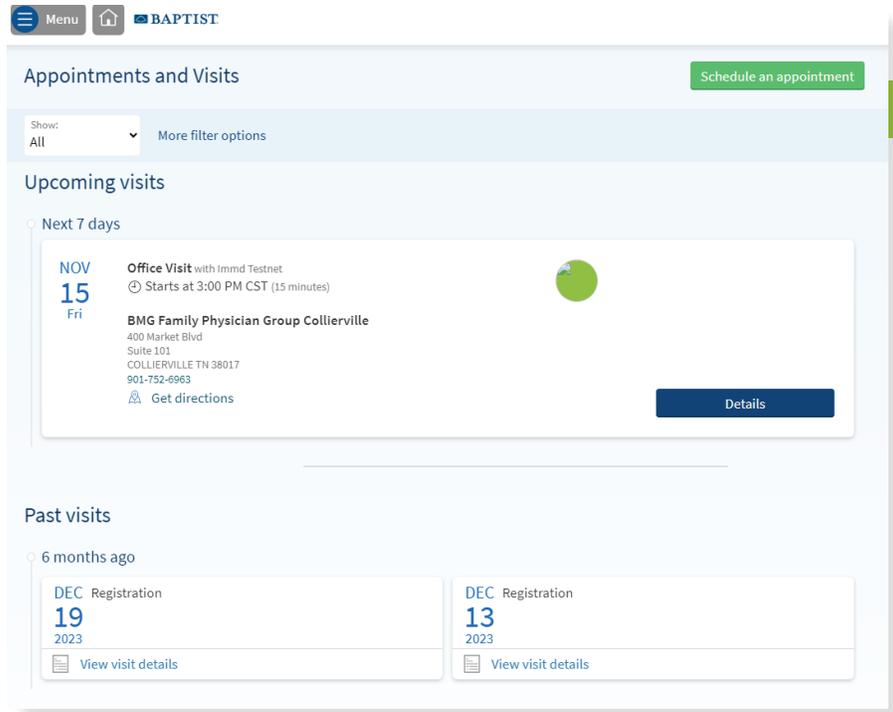
MyChart - Explore My Visits

In MyChart, upcoming appointments and scheduled appointments can be viewed. In the “Visits” history sections, visit summaries and admission summaries can be viewed.

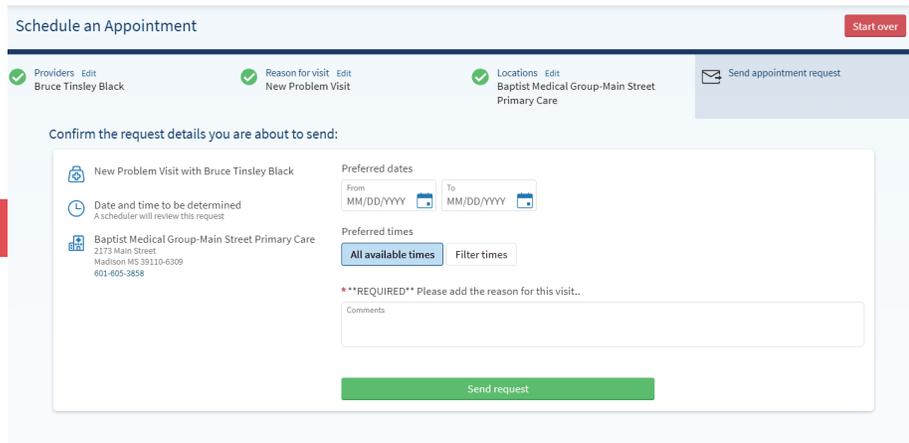
Upcoming Appointments

- 1) Open MyChart
- 2) From the homepage, select the “Visits” tab.

Future appointments can be viewed in the “Upcoming Appointments” feature. Select a scheduled appointment to see information, such as date, time and location of the visit, pre-visit instructions if applicable, and directions to the clinic.

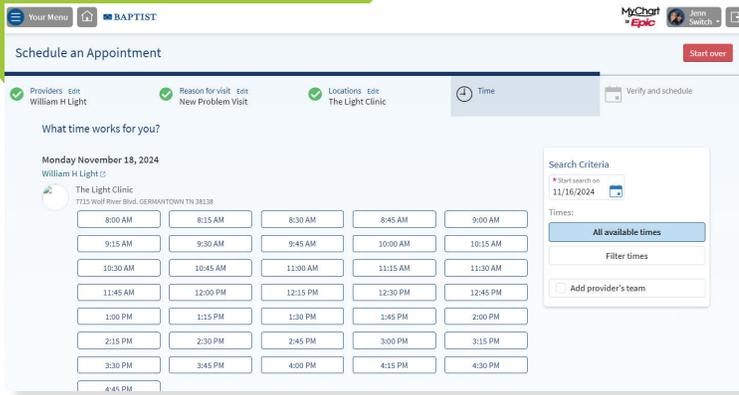


Request an Appointment



- 1) Choose the provider, the reason for the visit, and preferred dates and times.
- 2) Enter comments regarding the reason for the appointment.
- 3) Within 3 business days, the clinic will contact the patient to verify an appointment date and time.

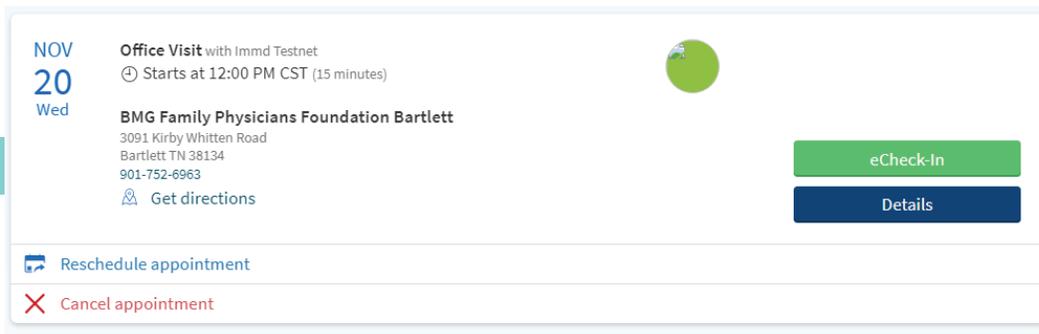
Schedule an Appointment



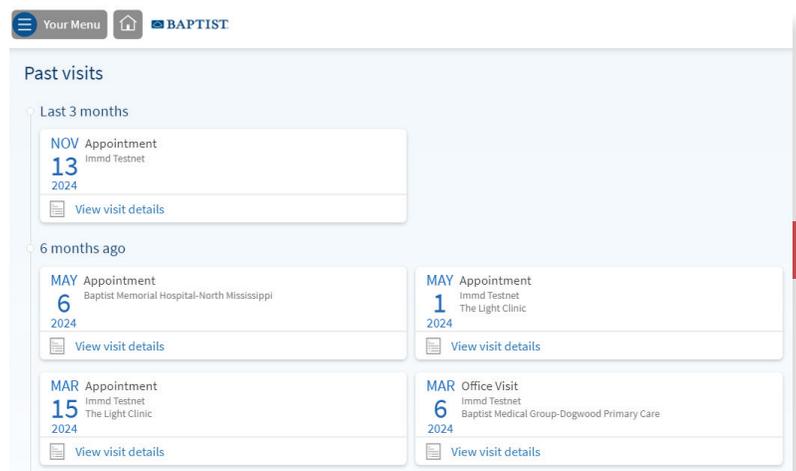
- 1) Select a reason for the visit.
- 2) Verify demographic and insurance information.
- 3) Choose the appropriate clinic and the provider.
- 4) Enter preferred dates and times for the appointment. Available appointment slots appear based on the preferences chosen.
- 5) Choose an appointment from the list of available times.

- 1) Select an appointment and click **“Cancel appointment.”**
- 2) Enter cancellation comments.
- 3) Click **“Confirm Cancellation”**

Cancel Appointments



Visit History



- 1) View a summary of your past office visits.
- 2) A summary of a hospital visit can be viewed after being discharged from the hospital.