

- 1. Access the MyChart website: <u>https://www.mychartportal.org/myhshs/</u>
- 2. Enter MyChart Username and Password.
- 3. Click Sign In.



4. From the home screen, access the visits icon and select Appointments and Visits:

MyCho		22	e Health	Visits	Messaging	Billing	2 =
Welcome!			neatur	Appointments a Upcoming Test Schedule an Ap	and Visits s and Procedures pointment		TURE
Schedule appointments for your current health reminders. 2 reminders need your attention.							
View details for account #4024056, which has \$170.00 due.							
View th	View the After Visit Summaries from your 9 recent visits.						



5. From Appointments and Visits choose details (e-check in is available, but not required):

Appointments	and Vis	its		SCHEDULE AN APPOINTMENT
Show: Upcoming and Past		More Filter Options		
Upcoming Visit	:S			
Next 7 Days 🛛	APR 27 Mon	VIDEO VISIT with Dr. S Asma Arrive by 3:10 PM CDT Starts at 3:30 PM CDT (15 minutes)		ECHECK-IN
			w.	DETAILS
				Reschedule Appointment Cancel Appointment

6. To join Video Visit, click begin visit. This will be grey if it is more than 15 minutes prior to your appointment.



7. A new webpage will open automatically. You will see this if the Provider is not connected:

- ×
Please wait for the host to start this meeting.
Start: 8:02 AM
Zoom Video Visit
Test Computer Audio
If you are the host, please <u>login</u> to start this meeting.



8. When the provider joins you will be prompted to select your audio options. Please ensure your volume is on and turned up.

Choose ONE of the audio conference options	×				
Phone Call	Computer Audio				
Join with Computer Audio					
Test Speaker and Microphone					
Automatically join audio by computer where the second seco	ien joining a meeting				

9. When the video is connected you will see your provider

💽 Zoom		- 🗆 X		
	Christina Ambul	Gallery View		
0				
	Provider image will appear here			
all				

