MyChart Patient Quick Start Guide – Signup, Login, and Password recovery

Welcome to Conemaugh MyChart

Conemaugh MyChart provides you with online access to parts of your medical record. It can help you participate in your healthcare and communicate with your providers.

From Conemaugh MyChart, you can:

- Review summaries of your previous appointments, including issues addressed during each visit, your vital signs, and tests or referrals that were ordered.
- View your medications, including dosage information and instructions, and request a refill.
- View new lab results, as well as trends over time. For example, view results for your past cholesterol tests on a graph to see if you're close to meeting your target number.
- Access your family members' medical records. For example, you can view your child's growth charts, immunization history, and upcoming appointments.

Sign up for a Conemaugh MyChart account

To sign up for Conemaugh MyChart, you must be at least 14 years old. There are several different methods of MyChart signup that might be used by different areas across the organization:

- Clinic staff might sign you up directly while you're at the front desk or in the exam room.
- You might receive a MyChart activation code on your After Visit Summary.
- You might be able to complete a paper form to request an activation code, after which you'll receive a letter in the mail or email with an activation code.
- You might be able to use self-signup online to create a MyChart account by matching your information against what is on file in your medical record

Request an activation code if you don't already have one

To request an activation code online:

1. On the MyChart login page, click **Sign Up Now** in the New User? section.
2. Click **Request Online**.
3. Complete the required fields and click Submit. You will receive an activation code via email or postal mail depending on the matching results.
4. If your authorization code has expired (good for 30 days), please contact us so we can issue another one.

Use your activation code to sign up

After you have an activation code, you can use it to complete the Conemaugh MyChart signup process.

1. From the MyChart login page, click **Sign Up Now** in the New User? section.

2. Enter your activation code and other personal verification items, such as the last four digits of your Social Security number and your date of birth. Click **Next.**
3. On the next page, choose the following:

   - **MyChart username**. This should be something that others wouldn't be likely to guess but easy for you to remember. It cannot be changed at any time.
   - **Password**. This should be a unique combination of numbers and letters, using both uppercase and lowercase letters. Your password must be 6-12 characters, include at least 1 letter and 1 number, and must be different from your MyChart username. Choose a password that you don't use for other websites.
   - **Security question**. This question will be used to verify your identity if you forget your MyChart password. Choose a security question from the list and enter your answer. Your answer cannot include your MyChart password.

4. On the next page, choose whether you want to receive a notification message in your personal email when there is new information available in your MyChart account. If you opt to receive email alerts, enter your email address.

Log in to MyChart

1. In your web browser, enter https://mychart.conemaugh.org/MyChart/ and access the login page.
2. Enter your MyChart username and password.
3. Click **Sign In**.

What if I forget my MyChart ID or password?

Click the link below the login or password field for assistance. You will be prompted to answer some security questions to verify your identity. If you are still having trouble logging in, contact MyChart support at 814-269-5100 or email us at patientportal@conemaugh.org.

Mobile Apps

MyChart for iOS and MyChart for Android are portable versions of MyChart that you can use to manage your health information on the go. The mobile apps contain many of the same features as the MyChart website, allowing you to do all of the following, and more!

- View test results
- Send and receive messages
- Schedule and confirm upcoming appointments and view visit summaries for past appointments
- View your health summary, including allergies, immunizations, current health issues, and medications
- View preventive care procedures and when they are due.
- Request medication refills
- View billing information
- Access family members' charts

Download the MyChart App

To install the MyChart app, go to the App Store or Google Play Store and search for "MyChart."