# MyChart Bedside A Patient's Guide to Staying Informed

MyChart Bedside is an application that allows patients more involvement with the care team during a Hospital admission. With an existing MyChart account, access MyChart Bedside by logging in to the MyChart mobile app on your personal device or a tablet provided by Licking Memorial Hospital (LMH).

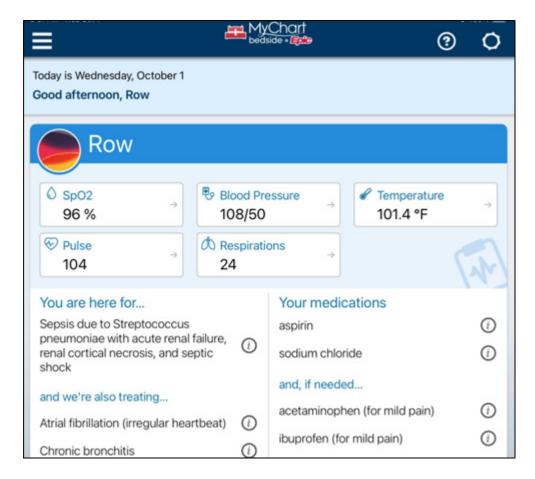
## Set a PIN for secure access

On tablets provided by LMH, you will be prompted to create a code for secure access the first time you log in to MyChart Bedside.

- 1. Tap the 🌣 icon.
- 2. In the PIN section, tap the to add or edit a PIN.
- 3. Enter a 4-digit code and tap **Accept**. Use this code to access MyChart Bedside each time.

#### Main screen

On tablets provided by LMH, the **Home** screen allows you to view your most recent vital signs, problem list, and medications. From this screen, tap each item to review more information on that topic.



## **Schedule**

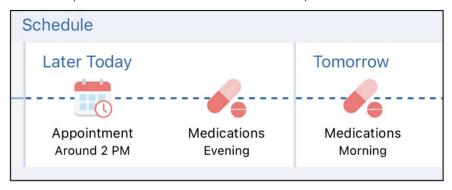
In the **Schedule** section, view your upcoming events, such as medication administrations and imaging appointments.

# Add an event to your upcoming schedule

On tablets provided by LMH, you can inform the care team of other events, such as a visit from a family member, by adding the event to your schedule.

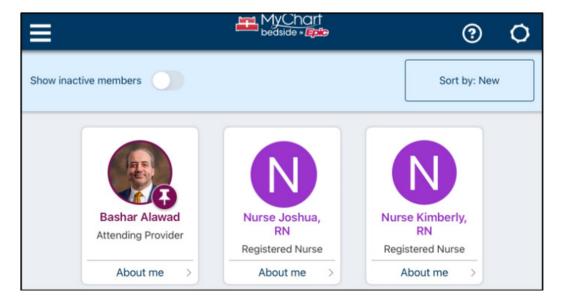
- 1. Tap **Add something new to my schedule**. In the "What's happening?" field, enter a descriptive name for the event.
- 2. Specify the start and end time for the event.
- 3. Tap **Add**.

You and your care team can see the event you created under the **Schedule**.



#### Care Team

Get to know more about your care team in the **Care Team** section. Tap a care team member's name to view their role.



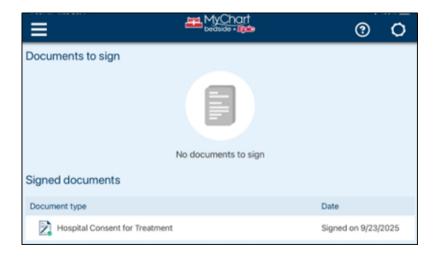
## **Questionnaires**

LMH appreciates patient and proxy feedback. This survey will capture your comments and concerns.



# My Documents

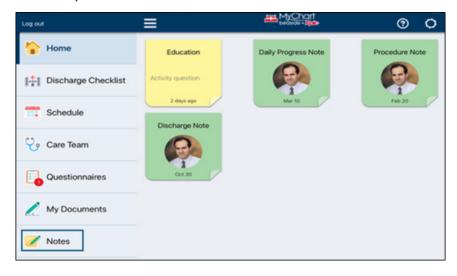
Under My Documents, sign new consents or review previously signed consents during this visit.



#### **Notes**

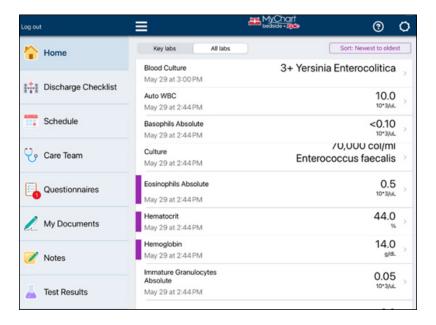
You can review provider notes and also create your own notes such as to-do lists or reminders.

- 1. Go to the **Notes** feature and choose **Add text note** to create your personalized note.
- 2. Tap **Save**.



#### **Test Results**

Using the Bedside tablet, review **Test Results** to view up-to-date health information at a glance. Tap on a lab result to see more details and trends over the course of your Hospital admission.



## **Education**

Review education assigned by the care team. You may see general information about a diagnosis, tips for managing your diagnosis on your own, or information about prescribed medications.

- 1. Go to the **Education** feature and tap the name of the lesson.
- 2. Review the education materials. Scroll to the bottom of the page, and if you have no questions about the education material, tap **I understand**.
- 3. If you would like to speak to the care team about a topic, tap **I have questions**. The care team will follow up with you.





# **Discharge Checklist**

Select the **Discharge Checklist**. You will see when your discharge is in progress.



## **After Visit Summary**

From the **Visits** page, the After Visit Summary will show important information about the care you received including instructions, medications, and follow-up appointments for post-visit care.

## Friends & Family Access

Send invitations to friends and family members from the Bedside tablet to allow them to review your medical information during your stay.

- 1. Go to the Friends & Family Access section and tap Invite friends or family.
- 2. Enter the invitee's email address and specify whether you would like to give the invitee **Full** or **Clinical** access to your chart.
- 3. Review the terms and conditions. Select the checkbox to agree.
- 4. Tap Send invite.

To remove access from a friend or family member:

- 1. Go to the **Friends & Family Access** section, and in the box with the person's name, tap **Revoke**.
- 2. Tap **Revoke** in the window that appears to confirm.

# Friends & Family Updates

If you have friends and family added as users on your mobile device or are using a Bedside tablet, share updates through the **Friends & Family Updates** feature.

To add an update:

- 1. Go to Friends & Family Updates and tap Post an update.
- 2. Type the update you would like to share.
- 3. Tap **Post Update**.

Users can see your updates and post comments and reactions.

