

MyChart: Help Patients Sign Consents in MyChart

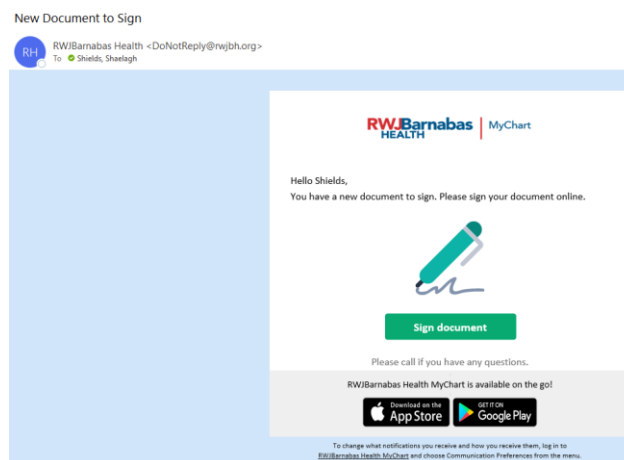
Helping Patients Sign Consents in MyChart

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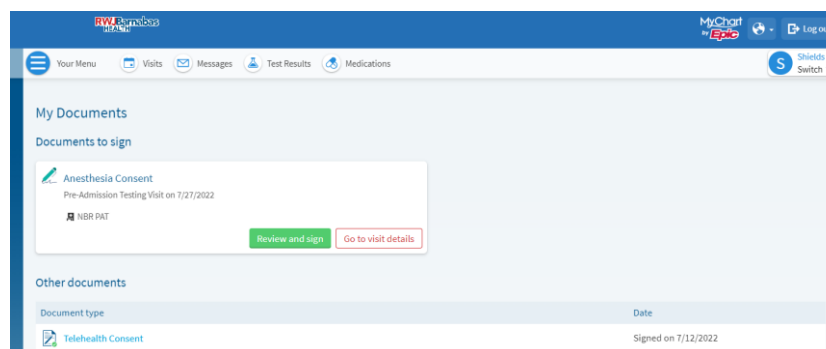
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Sign via Email or SMS Notification

1. Patients will receive a notification to their preferred communication method informing them that they have a document that needs to be signed. They can act on this message by selecting the “Sign document” button.



2. After confirming their identity or logging into MyChart, they are brought to the My Documents activity.



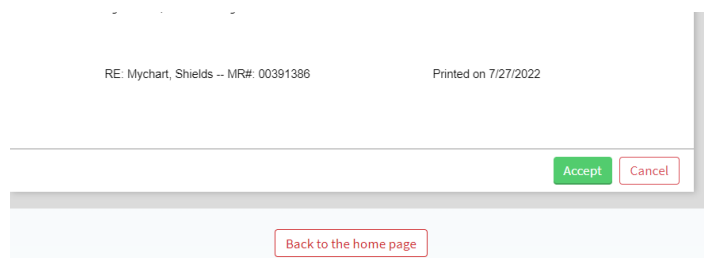
3. The patient selects "Review and sign."
4. The document page is opened, and patients are prompted to sign in the required areas. Click into the signature field or use the screen to sign. This form may be printed.

answered fully and satisfactorily.



Shields Mychart or

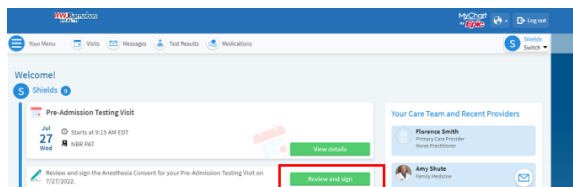
5. Once the document is signed, select Accept to continue.



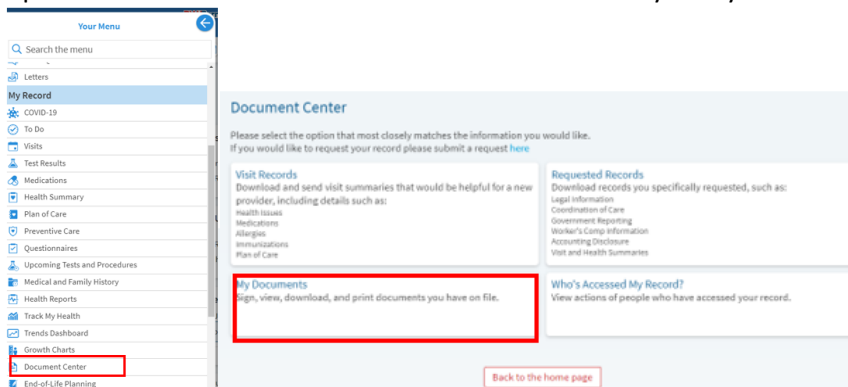
Sign With MyChart Web or Mobile

Patients may also log into MyChart to sign consents. They may either open the consent from their dashboard, or from within the Document Center activity in MyChart.

1. Open the document from the dashboard.








2. Open the document from the Document Center activity in MyChart.



Review Previously Signed Forms

Using one of the methods described above, access the My Documents page in MyChart. Within the “Other documents” section, each previously signed form is available to view.

Other documents	
Document type	Date
 Hospital Consent for Treatment	Signed on 3/29/2022
 Telehealth Consent	Signed on 3/29/2022
 Surgery & Blood Consent	Signed on 3/29/2022
 Anesthesia Consent	Signed on 3/29/2022
 Anesthesia Consent	Signed on 3/29/2022

Version #	Purpose of Change	Author	Date of Change
1.0	Initial Creation	S.Shields	5/10/23