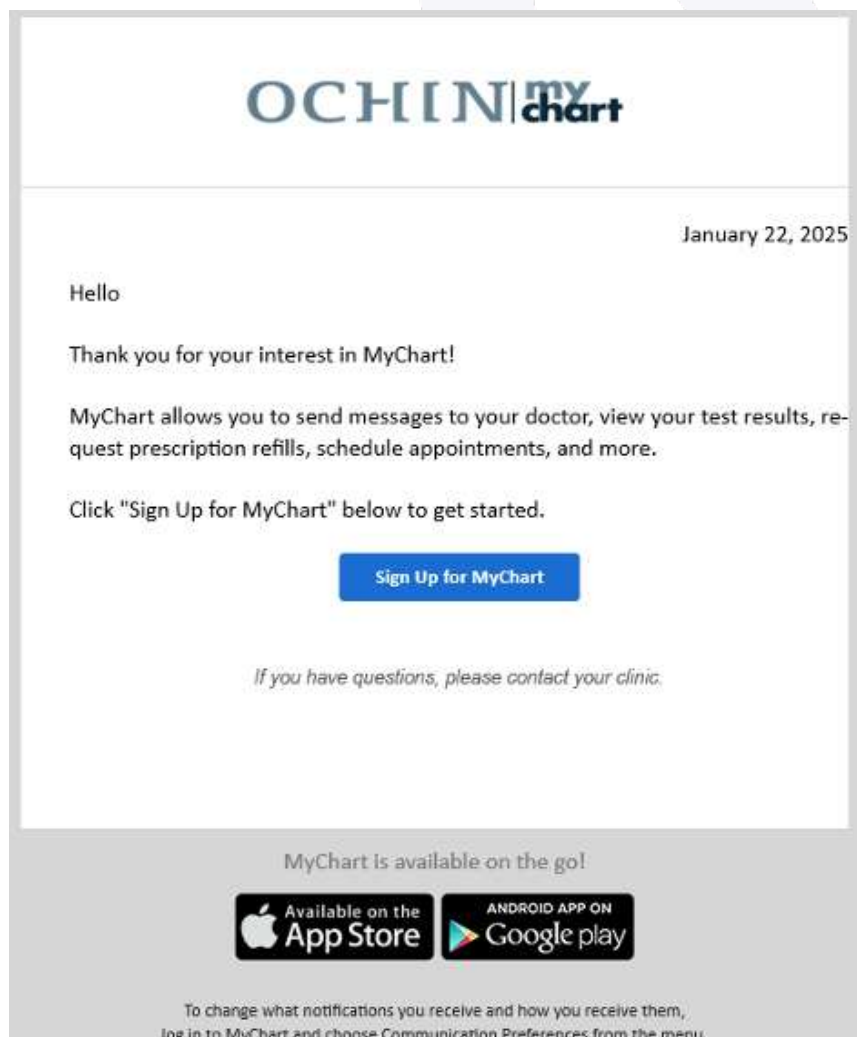


## How to Sign Up for MyChart

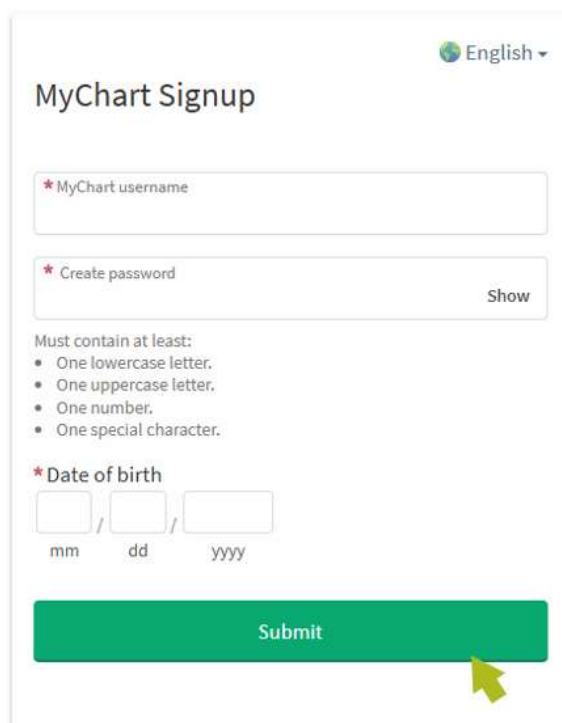
Request an activation code from a Unity Care NW staff member. Once you have received that code through text or email:

1. Click "Sign up for MyChart" to get started.



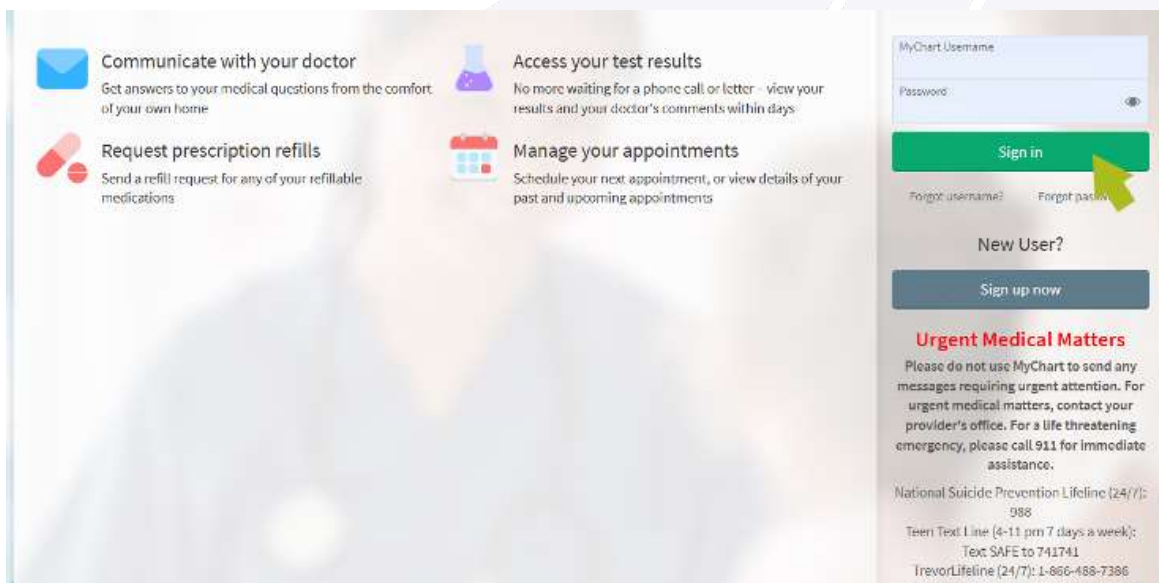
You can also scan the QR code, or visit <https://mychart.ochin.org/UnityCareNW/> on your web browser.

2. Create a username, password, and enter your date of birth.
3. Click “Submit.”



The image shows the MyChart Signup form. At the top right is a language dropdown set to 'English'. The title 'MyChart Signup' is centered. Below it are three input fields: 'MyChart username', 'Create password', and 'Date of birth'. The password field has a 'Show' button. Below the password field, it states 'Must contain at least:' followed by a bulleted list: 'One lowercase letter.', 'One uppercase letter.', 'One number.', and 'One special character.'. The date of birth field consists of three boxes for 'mm', 'dd', and 'yyyy'. At the bottom is a large green 'Submit' button with a green arrow pointing to it.

This will take you to the login page.



The image shows the MyChart login page. On the left, there are four service tiles: 'Communicate with your doctor', 'Request prescription refills', 'Access your test results', and 'Manage your appointments'. On the right is the login section with fields for 'MyChart Username' and 'Password', a green 'Sign in' button, and links for 'Forgot username?' and 'Forgot password?'. Below the login section is a 'New User?' section with a 'Sign up now' button. At the bottom is a red 'Urgent Medical Matters' section with text about contacting the provider's office for urgent issues and a list of emergency hotlines: National Suicide Prevention Lifeline (24/7): 988, Teen Text Line (4-11 pm 7 days a week): Text SAFE to 741741, and TrevorLifeline (24/7): 1-866-488-7386.

4. Sign in and accept the Terms and Conditions of use.



**OCHIN mychart**

To proceed, you must agree to the following conditions governing the use of MyChart.

**OCHIN MYCHART TERMS AND CONDITIONS OF USE**

Your health care provider ("Provider") is pleased to offer you information via a web-based version of its electronic health records through a system called OCHIN MyChart. These Terms and Conditions describe important aspects of the system and govern your use of OCHIN MyChart. Please read these Terms and Conditions carefully.

**BY CLICKING "ACCEPT" BELOW, OR BY USING OCHIN MYCHART, YOU SIGNIFY YOUR AGREEMENT TO THESE TERMS AND CONDITIONS.**

**Response to Electronic Communication**

Your Provider will use best efforts to provide a timely response to electronic inquiries (emails and other electronic communication). In some cases, the clinic staff who needs to respond to an electronic inquiry or other communication may not be immediately available. You should allow at least three (3) business days for a response. Accordingly, communications related to emergency situations requiring immediate attention should not be submitted electronically.

Your Provider is only able to respond to electronic communications based on the information provided by you, the patient. If there is insufficient information provided, your Provider will be unable to provide accurate and reliable services.

**Website Links**

OCHIN MyChart may offer links to related medical websites not managed by OCHIN MyChart or your Provider. These website link(s) are for your informational purposes only. Your Provider and OCHIN MyChart do not endorse and has not verified the accuracy of the information in/on these websites, and you should not rely on any of the information found on the websites for purposes of treatment or diagnosis.

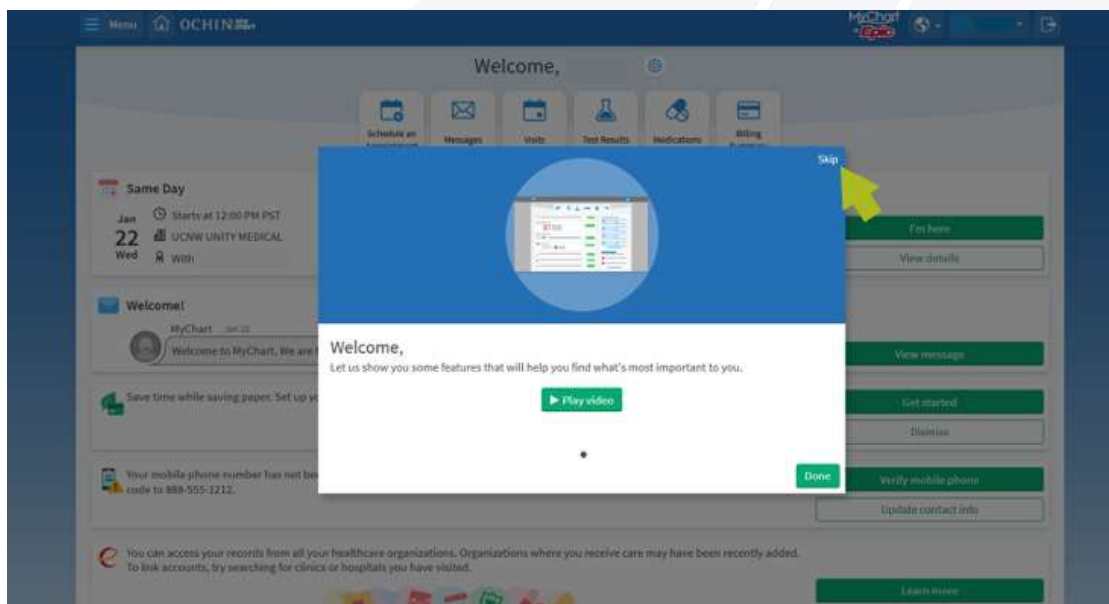
**E-mail Privacy**

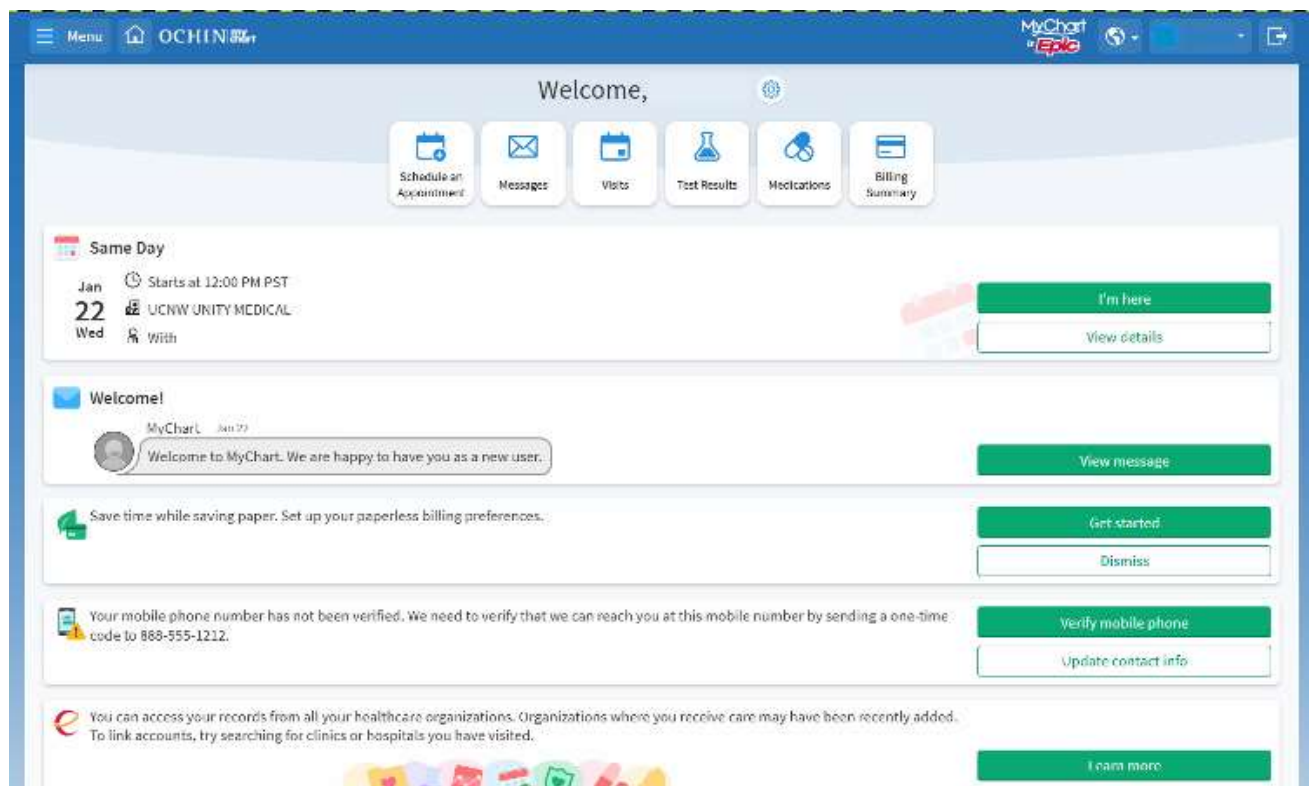
As a user of OCHIN MyChart, you should be aware that you will be notified via e-mail when there is new medical information to be

[Accept](#) [Decline](#)

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You can watch a short video to show you some of MyChart's features, or click "Skip" to go to your patient portal.





**IMPORTANT:** You will be asked to set up Two-Step Verification.  
This will help keep your health information secure.

## Setting Up Two-Step Verification:



**UCHIN mychart**

### Set Up Two-Step Verification

Two-step verification allows us to keep your account secure even if somebody knows your password. After turning on this security feature, when you log in from a new device we will ask you for an additional verification code. This will help make sure only you have access to your account.



[Continue](#) [Cancel and log out](#)

Though we don't recommend it, you can turn off two-step verification by clicking the link below.

[Skip for now](#)

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5. Enter your email address and cell phone number and chose how you'd like to receive your code.



**UCHIN mychart**

### Verify Your Identity

\*Indicates a required field.

Two-step verification uses the contact information we have on file to verify your identity. Before we begin, please make sure the information below is up to date.

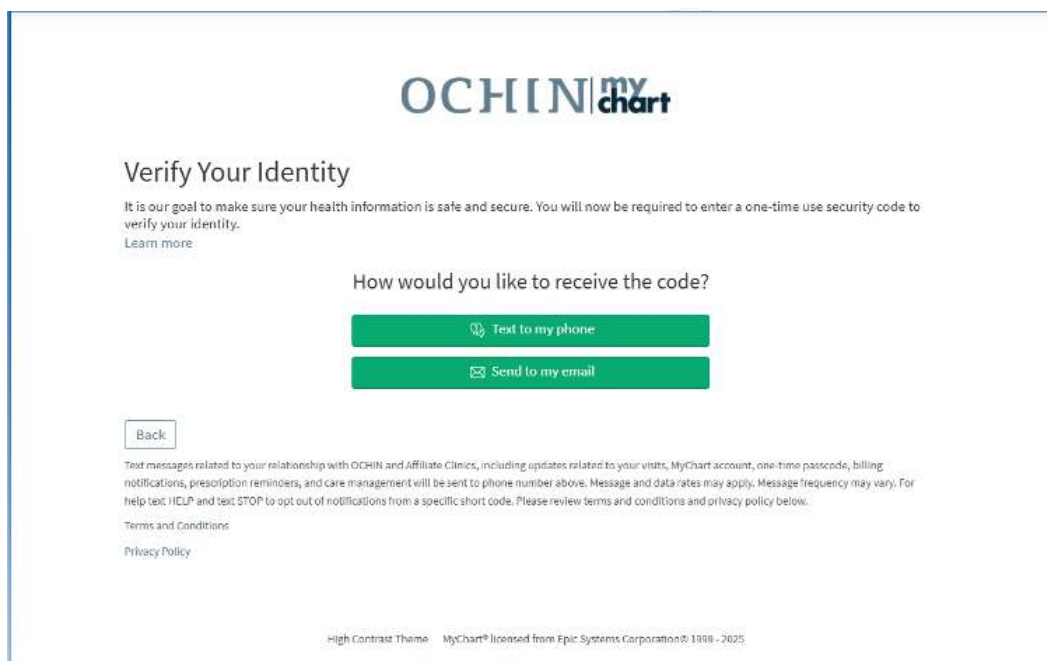
Your email

Your mobile phone

[Continue](#) [Back](#)

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6. Choose “Text to my phone” or “Send to my email” for how you would like to receive a short code to enter on the next screen.




The screenshot shows the 'Verify Your Identity' screen on the OCHIN|mychart portal. At the top is the OCHIN|mychart logo. Below it, the heading 'Verify Your Identity' is followed by a paragraph explaining the goal of ensuring health information is safe and secure, and a note that a one-time use security code will be required. A 'Learn more' link is provided. The main section asks 'How would you like to receive the code?' with two green buttons: 'Text to my phone' (with a mobile phone icon) and 'Send to my email' (with an envelope icon). A 'Back' button is located at the bottom left. Below the buttons, there is a paragraph of text about messages related to the relationship with OCHIN and Affiliate Clinics, including updates, MyChart account, one-time passcode, billing, notifications, prescription reminders, and care management. It also mentions that message and data rates may apply and that message frequency may vary. For help, it suggests texting HCLP and text STOP to opt out of notifications from a specific short code. It asks users to review terms and conditions and privacy policy. Links for 'Terms and Conditions' and 'Privacy Policy' are provided. At the very bottom, it says 'High Contrast Theme' and 'MyChart® licensed from Epic Systems Corporation © 1998 - 2025'.

7. Check your email or cell phone for a code sent from MyChart



The screenshot shows the 'Hello' screen on the OCHIN|mychart portal. At the top is the OCHIN|mychart logo. Below it, the heading 'Hello' is followed by a paragraph asking the user to enter the six-digit code below to finish signing into MyChart. To the right of this text is an illustration of a hand holding a smartphone displaying a code, next to a computer monitor displaying a login screen with a padlock icon and three asterisks. Below the paragraph, the text 'Security Code: #####' is displayed. This is followed by 'This code expires at 12:33 PM PST.' and 'Thanks for using MyChart!'. At the bottom, there is a banner that says 'MyChart is available on the go!' with two buttons: 'Available on the App Store' (with the Apple logo) and 'ANDROID APP ON Google play' (with the Google Play logo).

8. Enter the code. Click “Verify.”




**UCHIN|mychart**

### Verify Your Identity


\*Indicates a required field.  
We've sent a security code to marissa.mcgrath@ucnw.org.  
[Learn more](#)

Enter your code below to continue.

 \*Enter Code

 This is required

☒ Skip this step next time

 Verify

Didn't receive the code?  
[Resend code](#)

[Back](#)

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You're ready to use MyChart to help you manage your health!