

## MYCHART-SIGN UP

## Sign Up

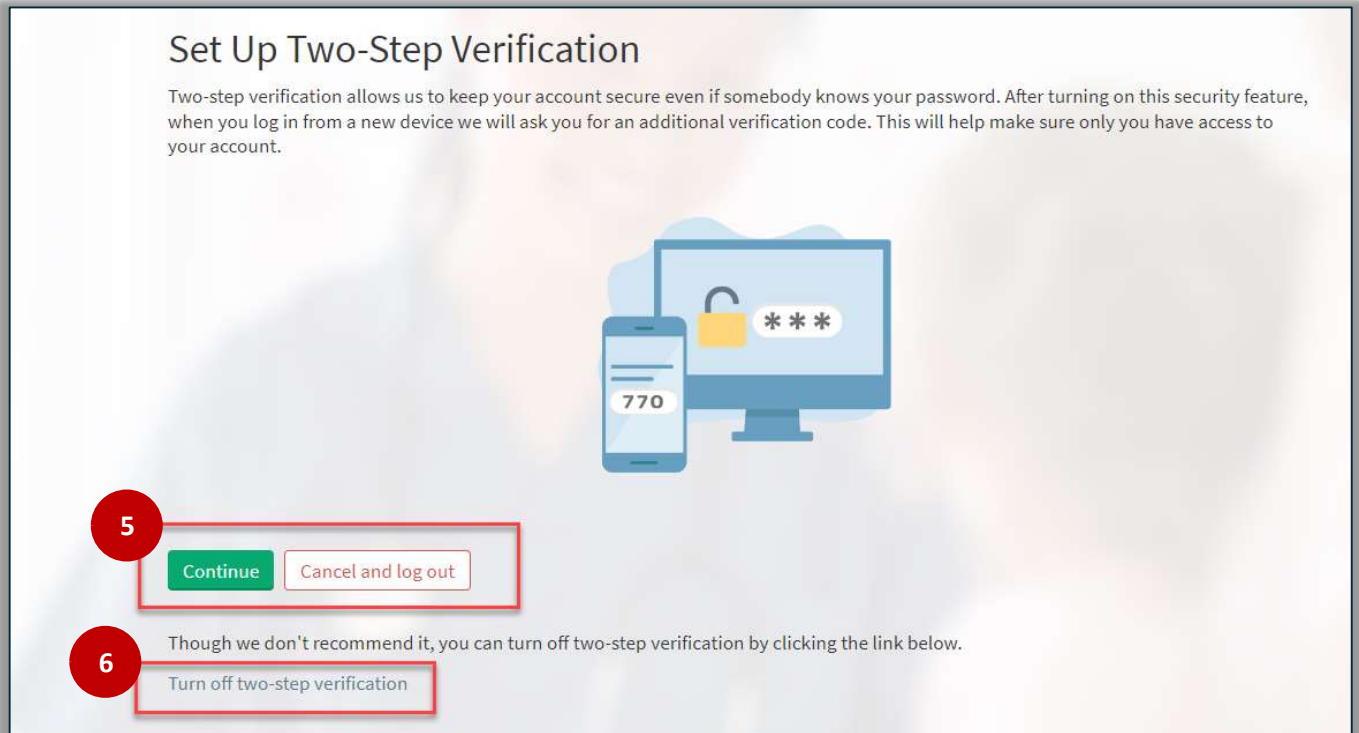
To log in to MyChart: <https://mychart.ochin.org/UnityCareNW/>

1. Enter the **MyChart activation code** you received from us.
  - a. If you did not receive an activation code, click **Sign up online** to enter your personal information. Skip to the **Patients without an Activation Code** section below and follow those instructions.
2. Enter **ZIP code**.
3. Enter **Date of Birth**.
4. Click **Next**.

The screenshot shows the MyChart sign-up page. At the top left is the OCHIN|mychart logo. The main heading is "Please Identify Yourself". Below it, "Step 1" is indicated, followed by "All fields are required." The form includes a "MyChart activation code" field with a red box and a red circle labeled "1". Below that is a "ZIP code" field with a red box and a red circle labeled "2". The "Date of birth" field is in mm/dd/yyyy format with a red box and a red circle labeled "3". A green "Next" button has a red circle labeled "4". On the right side, there is a "No Activation Code?" section with a red box and a red circle labeled "1a" containing a "Sign up online" button. At the bottom, there are links for "Download on the App Store" and "GET IT ON Google Play", along with "Interoperability Guide", "FAQs", "Privacy Policy", "Terms and Conditions", and "High Contrast Theme". The MyChart by Epic logo and "MyChart® licensed from Epic Systems Corporation © 1999 - 2023" are at the bottom right.

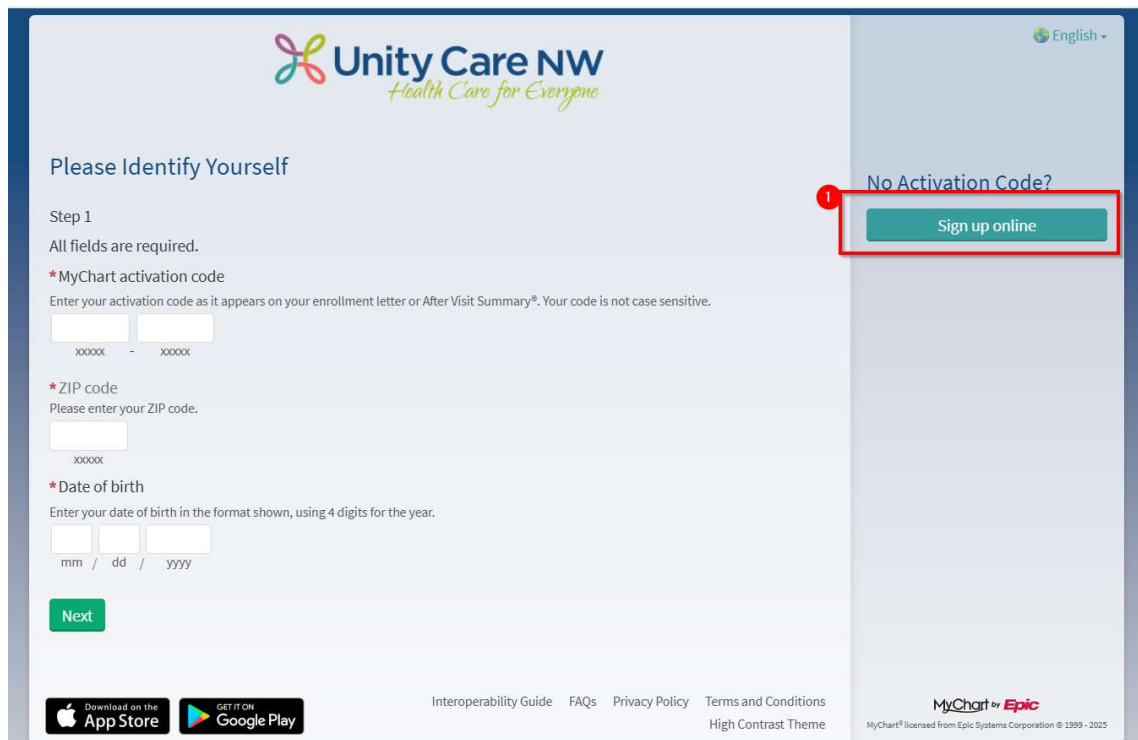
5. You will be prompted to Set Up Two-Step Verification, click **Continue**.

6. If you don't want the Two-Step Verification, you have the ability to click Turn off two-step verification.



## Patients without an Activation Code

1. If you do not have an activation code, click **Sign up online** to enter your personal information.



2. Enter your personal information to verify your identity and click **next**.

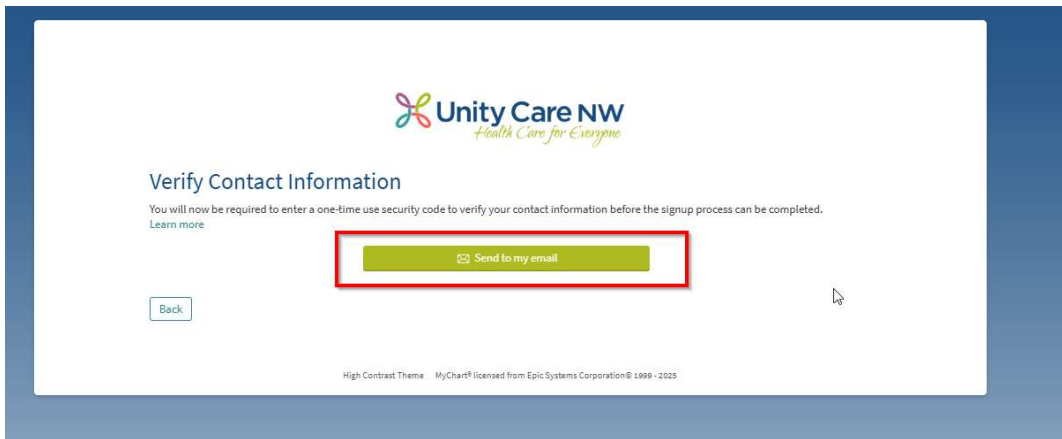
a. You only need to enter:

- Legal First Name
- Legal Last Name
- DOB
- Legal Sex
- Last four digits of SSN
- Email address

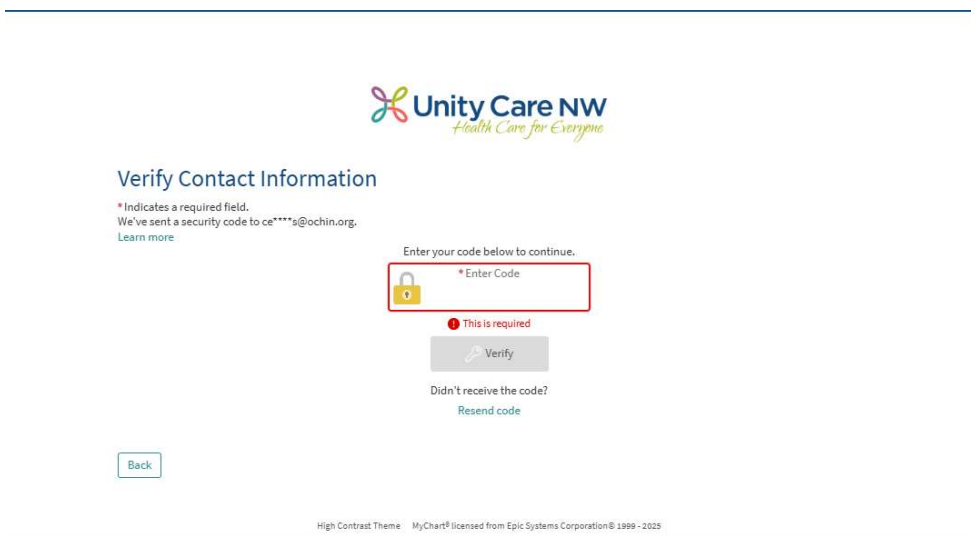
b. If you get an error message, call us at (360) 676-6177 for an activation code.

The image shows a registration form with several sections. Red boxes and numbers highlight specific fields:   
1. A red box labeled '1' encompasses the 'First name' field.   
2. A red box labeled '2' encompasses the 'Last name' field.   
3. A red box labeled '3' encompasses the 'Other Information' section, which includes:   
- Date of birth (MM/DD/YYYY)   
- Legal sex (Female, Male, Unknown, Nonbinary, X)   
- Last four digits of SSN   
- Email address and Verify email address   
- Home phone and Mobile phone   
- A CAPTCHA section with the text 'As a spam prevention measure, complete the CAPTCHA below.' and an 'I'm not a robot' checkbox.   
A 'Next' button is located at the bottom left of the form.

3. Select "Send to my Email" button to send a security code to your email to verify your identity.



4. Enter the code sent via email.



5. Select your Username and Password

Unity Care NW  
Health Care for Everyone

English

Hello, Amari! Choose a Username & Password

All fields are required.

Create a MyChart username. You will have to contact your clinic if you ever need to change it, so think of one that is secure and easy to remember.

\* MyChart username  
UCNWTest

Create a password. Your password must be different from your MyChart username. For increased security, use a combination of numbers and letters (lowercase and uppercase).

\* Password  
\*\*\*\*\*

\* Retype password  
\*\*\*\*\*

Next

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Interoperability Guide | FAQs | Privacy Policy | Terms and Conditions | High Contrast Theme

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6. Confirm your notification preferences.

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Enable email notifications?

When new information is available (such as test results or messages), we will send a notification to your email address.

Yes No

Your email address will be used only for notifications. We will not share your email address with anyone.

\* Email address  
[Redacted]

\* Retype email address  
[Redacted]

Enable text message notifications?

When new information is available (such as test results or messages), we will send a text notification to your mobile phone.

Yes No

Your mobile phone number will be used for notifications only. We will not share your mobile phone number with anyone.

Mobile phone number  
[Redacted]

Retype mobile phone number  
[Redacted]

Sign in

## 7. Sign and accept MyChart Terms and Conditions of Use.

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 Term 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

Accept

Decline



## Navigate the Home Page

When first logging into MyChart, the **Welcome!** Page will display.

1. At the top of the page, are six shortcut tiles that allow you to navigate to the desired activity.
2. A viewing pane shows the **Care Team** and **Recent Providers** you have seen.
3. The **House** icon at the top of each page returns you to the home page.
4. Use the **Menu** dropdown to see other available functionality.

