

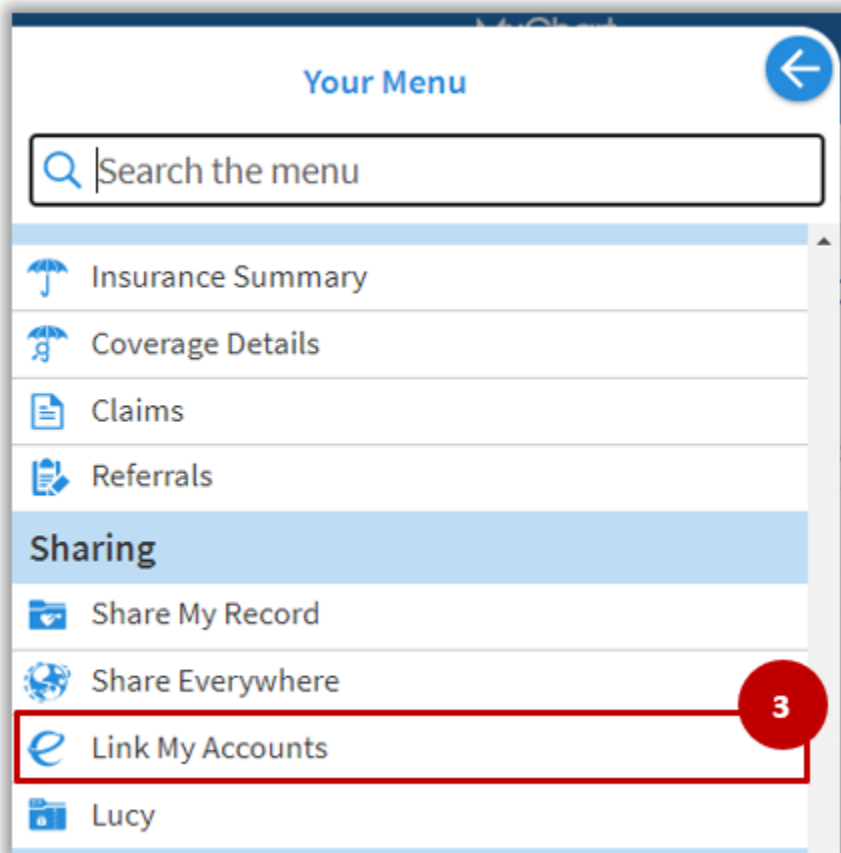
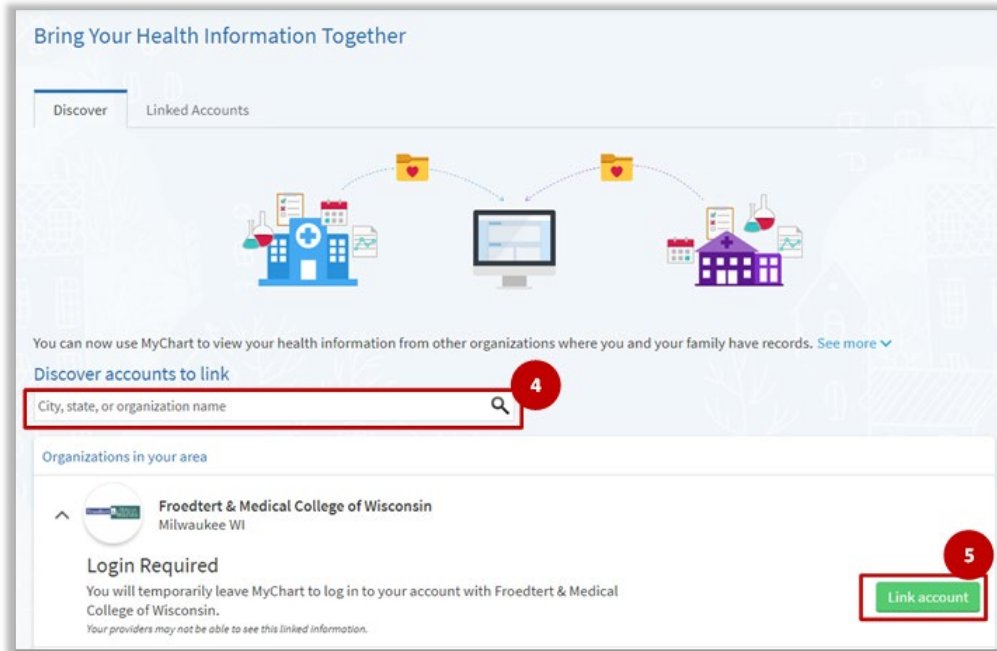


Link MyChart to Outside Organization

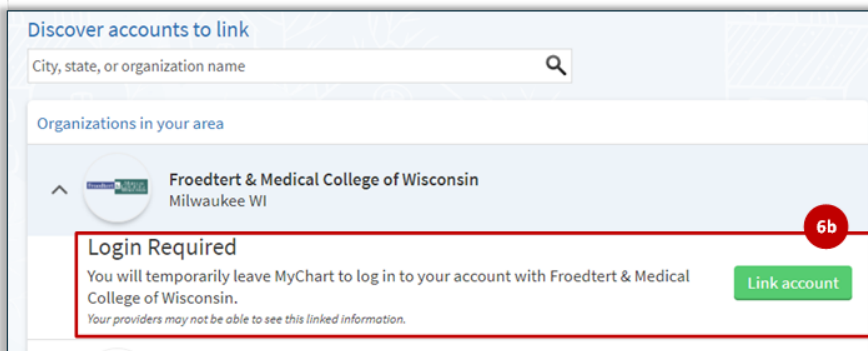
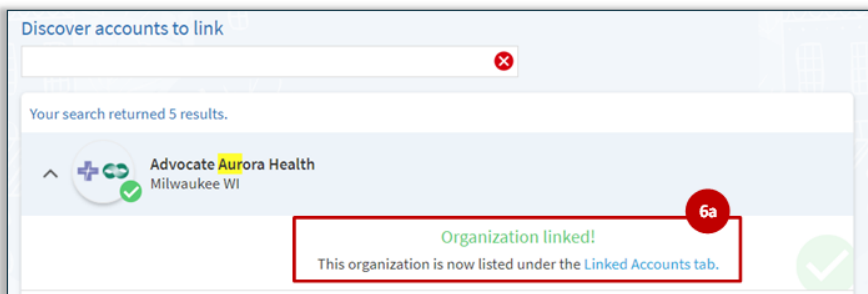
1. Instruct patients to log into their MyChart account.
2. Click  **Your Menu**.
3. Choose  **Link My Accounts**.



4. To search for an organization, type the organization's name in the **Discover accounts to link** field.
5. Choose the correct organization, click **Link account**.

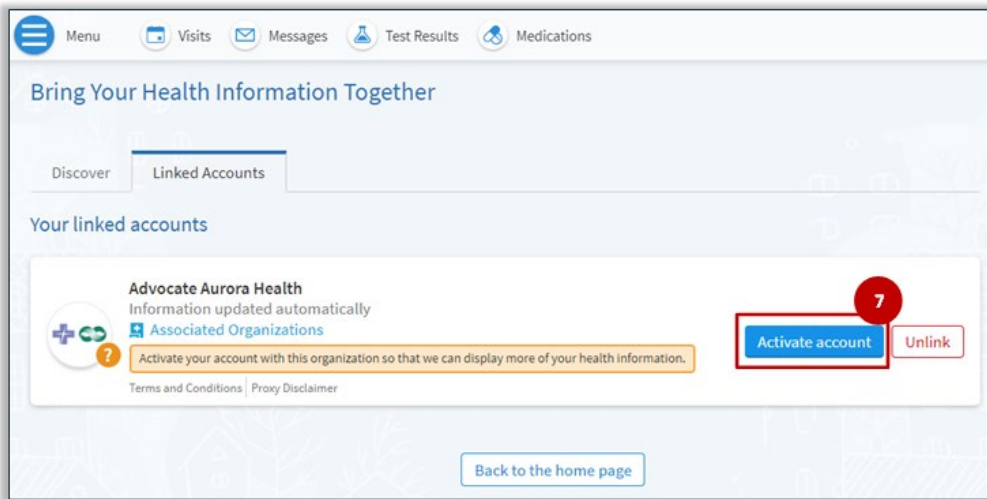


6. Depending if the patient is already set up with a MyChart account:
 - a. A confirmation that the organization is linked will display.
 - b. An option that directs the patient to create an account with that organization on a separate tab.



If a patient is linked, but still needs to activate their account, this is shown on the linked Accounts tab.

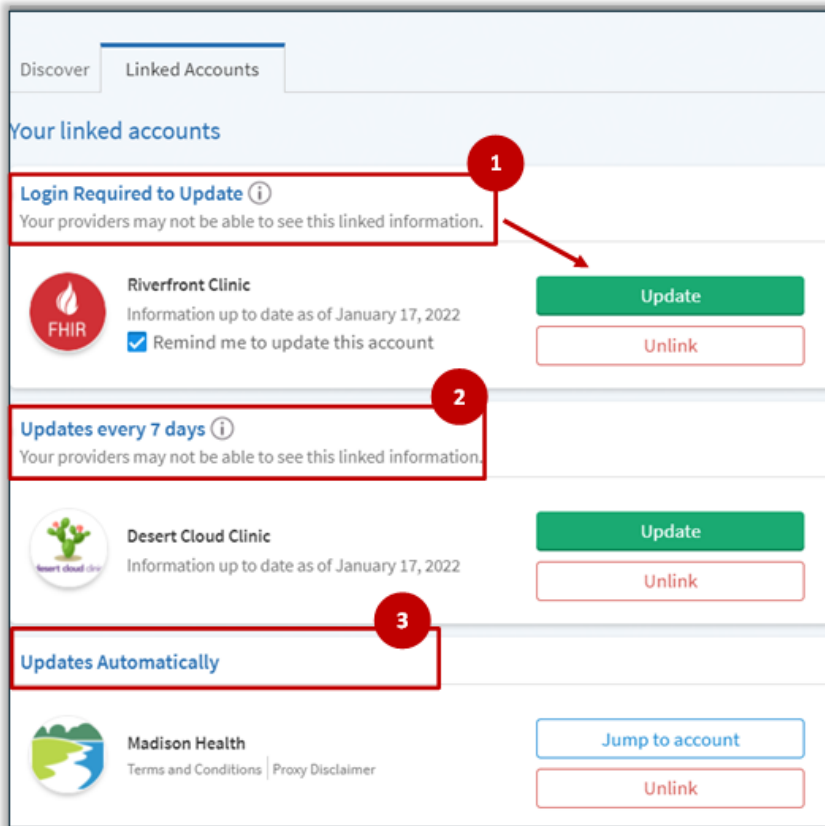
7. Click **Activate account** to navigate to the organization on a separate tab.



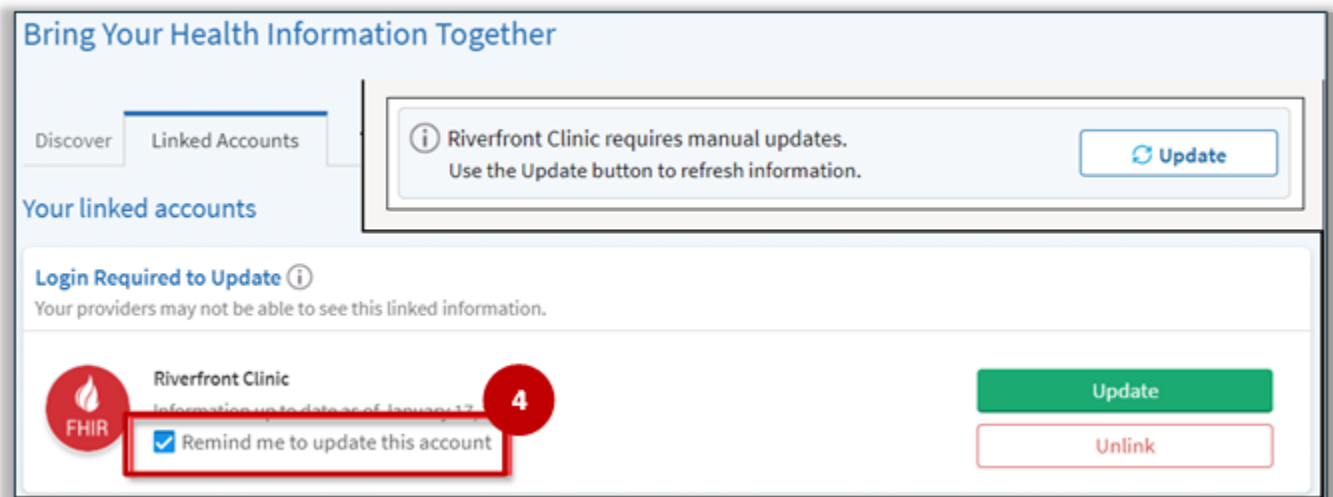
Viewing Linked Accounts

The Link My Accounts activity groups linked Epic and non-Epic organizations by how often they get updated:

1. **Login Required to Update** section shows non-Epic organizations that MyChart cannot get updates automatically. Patients need to click the **Update** button to pull information from these organizations into MyChart.
2. **Updates every 7 days** section shows non-Epic organizations that MyChart gets updates from automatically at regular intervals for as long as the patient gave the organization access when creating the link.
3. **Updates Automatically** section shows Epic organizations that MyChart gets updates from automatically.



4. If the **Remind me to update this account** checkbox is selected, then the patient will get a banner alert.



5. The MyChart Home page will also display when a linked organization has new information to view.



Menu



Visits



Messages



Test Results



Medications

Welcome!

Care Team and Recent Providers



5

Linked Accounts

Other places where you have health information.



Advocate Aurora Health

[See account details](#)