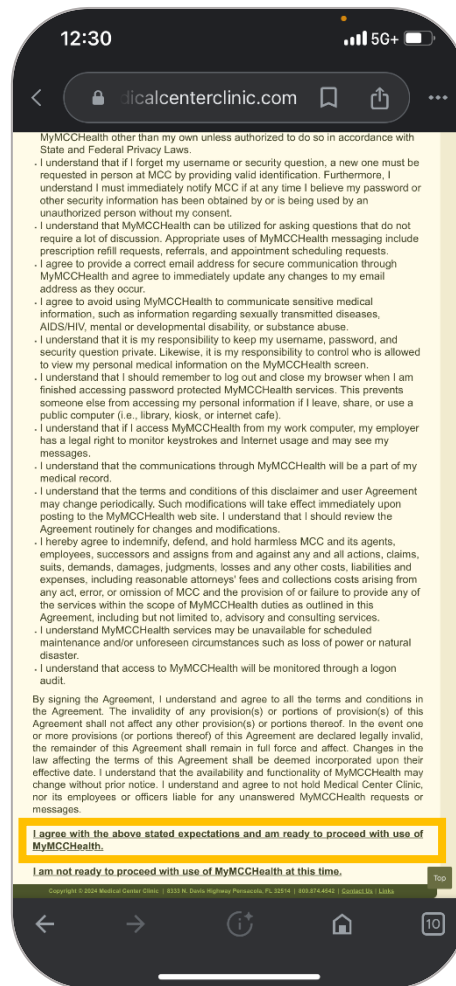


## myMCCHealth for Mobile Quick Reference Guide

myMCCHealth Patient Portal is a secure online website that gives patients convenient 24-hour access to their personal health information and medical records. It offers a secure communication link between you and your healthcare provider. Instructions for using the Portal on a mobile device are provided in this document.

### Accessing myMCCHealth

1. Open your internet browser and go to [www.MedicalCenterClinic.com](http://www.MedicalCenterClinic.com).
2. Tap the **myMCCHealth.com** icon on the right side of the page.
3. Tap **Proceed to myMCCHealth**, review the acknowledgement and click the **I agree** statement at the bottom of the page.



4. Upon tapping the statement, you will be redirected to the myMCCHealth login page. Enter the Username and Password provided at registration & tap **LOGIN**. When logging in for the first time, you will be prompted to **verify** your account by entering your date of birth.

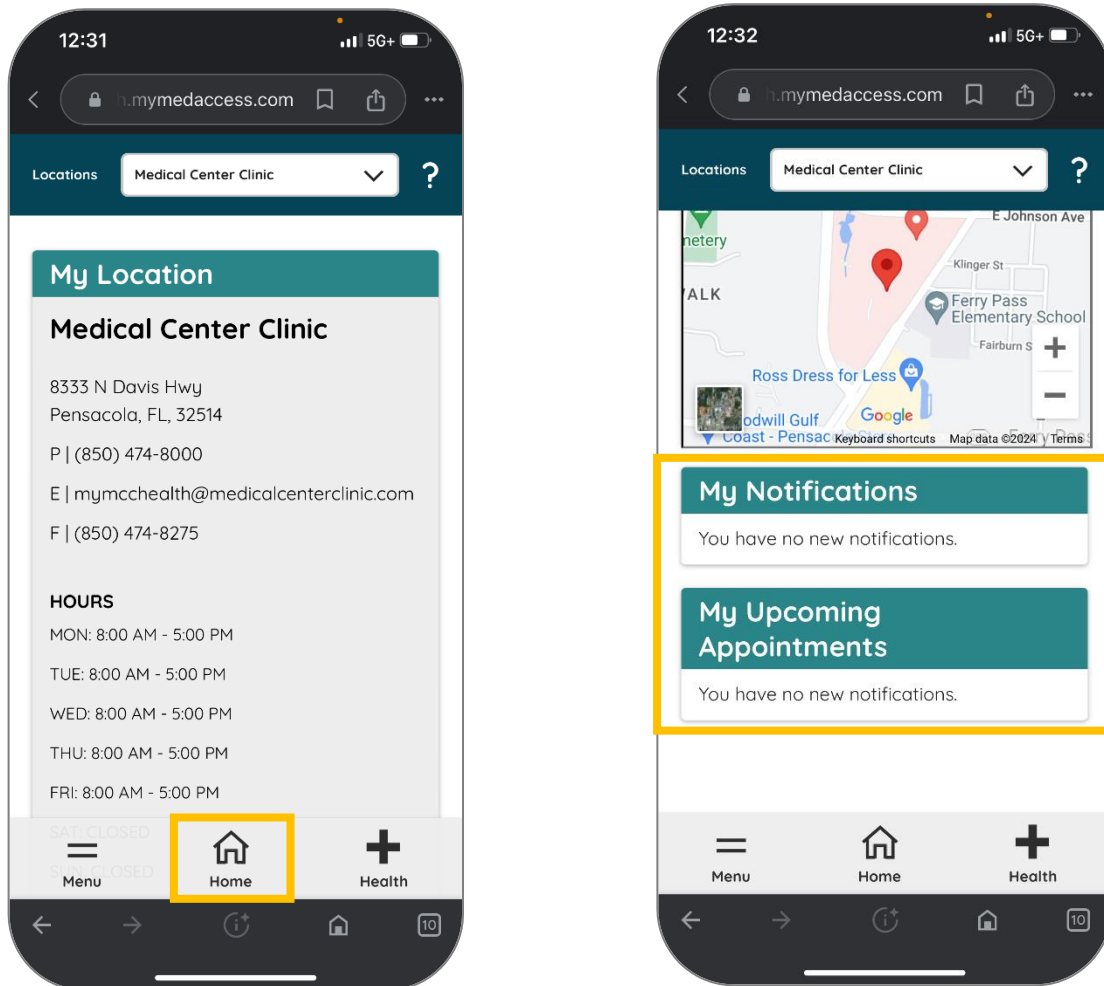
*If you have not been registered by a Medical Center Clinic staff member, or have difficulty logging in, please email us at [myMCCHealth@medicalcenterclinic.com](mailto:myMCCHealth@medicalcenterclinic.com) or phone us at 850.969.2070.*

## Navigating the Portal

### Home Page

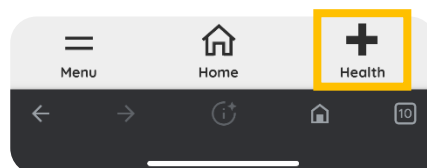
Upon login, you will arrive at the **Home** page where you will find clinic details such as location, contact information and hours of operation.

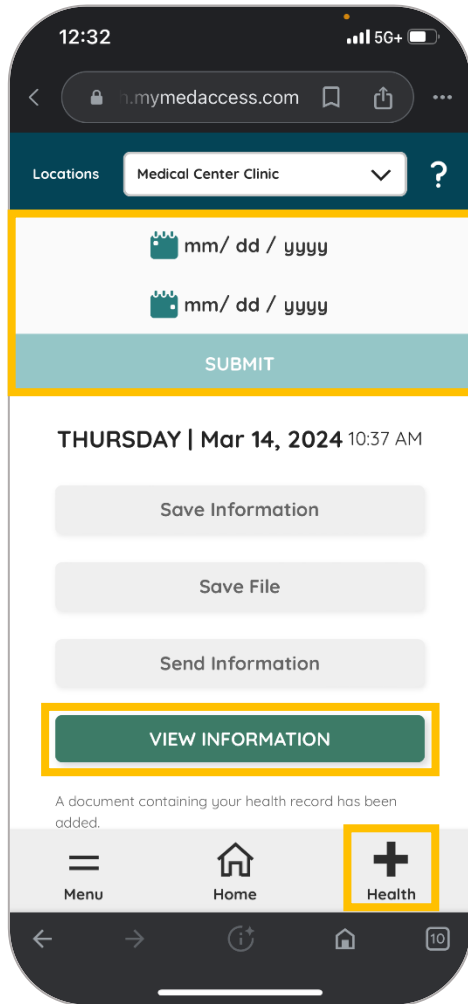
Scroll down to view **My Notifications** and **My Upcoming Appointments**.



### Health

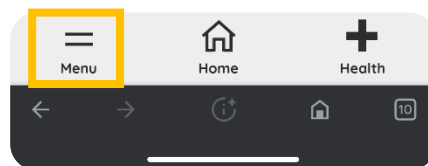
Tap Health to view a list of health records sent to the portal. Records will be listed by date. Tap **View Information** to display the record. Use the **date range** fields to search a specific time frame.

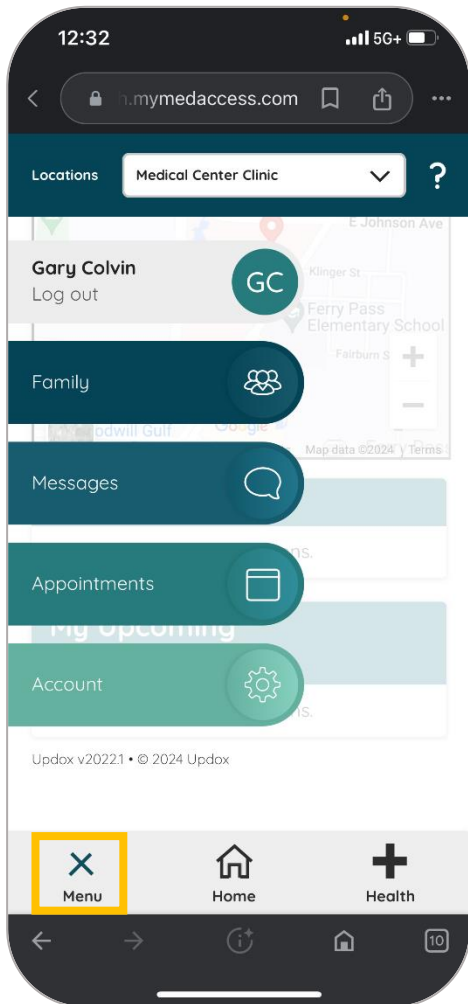




## Menu

Tap **Menu** to access the **Family**, **Messaging**, **Appointments** and **Account** features.





## Menu Features

### Family

Tap to view family members that have granted you access to their Portal. See *Granting Access to a Family Member or Healthcare Proxy* for more information.

### Messages

Tap to view a list of messages you have sent or received. See *Messaging Your Healthcare Provider* for more information.

### Appointments

Tap to view upcoming and past appointments.

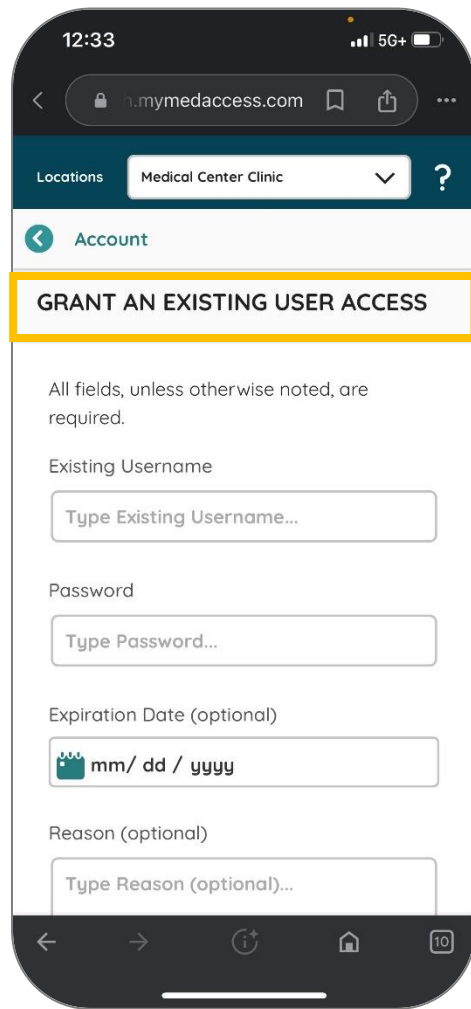
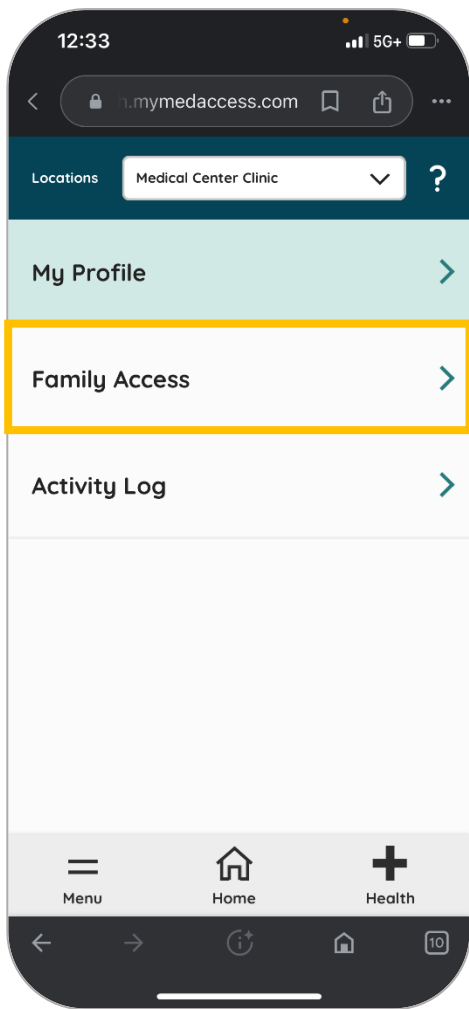
### Account

Tap to update your account information, grant access to your Portal or opt out of the clinic sending further messages or health information to your account.

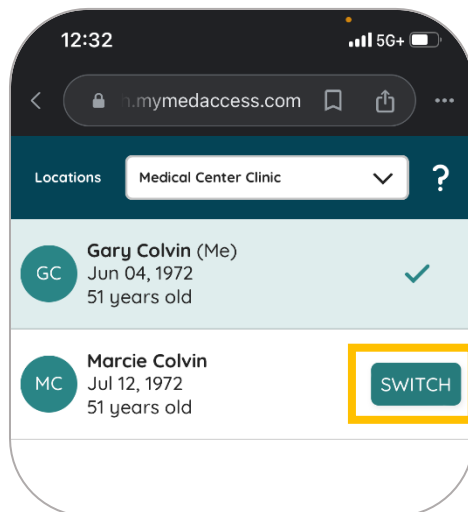
## Granting Access to a Family Member or Healthcare Proxy

You may grant access to a family member or healthcare proxy in the **Account** section of the Portal. If the person you wish to grant access to already has a myMCCHealth account, they will be able to access *your* Portal information within *their* Portal. You must get the username and password for *their* myMCCHealth account and complete the following:

1. Log in to *your* Portal, tap **Menu**, then **Account**. Tap **Family Access**.
2. Enter *their* username and password into the **GRANT AN EXISTING USER ACCESS** section at the bottom of the page.
3. Complete optional Expiration Date and Reason fields if desired.
4. Tap **GRANT ACCESS**.



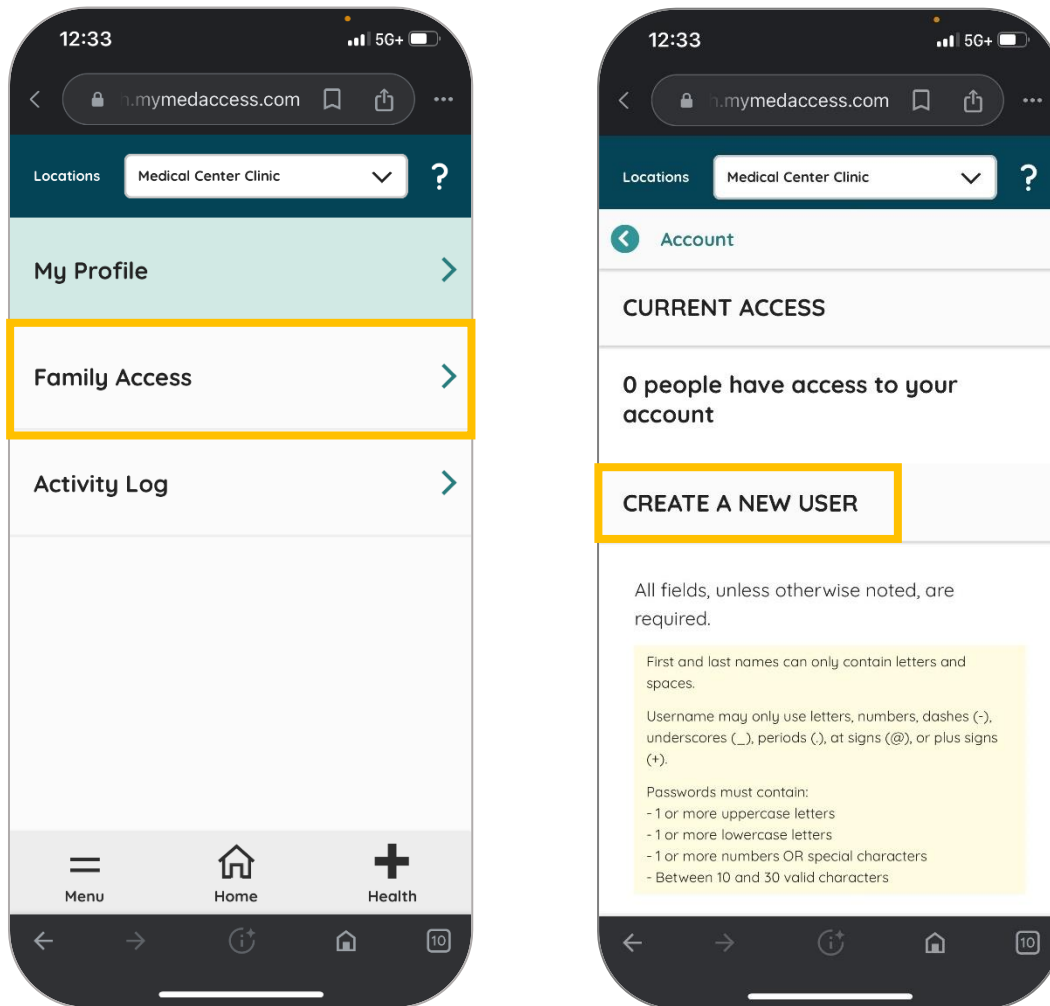
The next time they log in they will see your account listed in the **Family** section under the **Menu**. Clicking the **SWITCH** button next to your name will display your health records and messages for them. The checkmark indicates which person's health information and messages are currently displayed in the Portal.



If the person you wish to grant access to does not have a myMCCHealth account, you may create a new user by:

1. Log in to the Portal, tap **Menu**, then **Account**. Tap **Family Access**.
2. Enter their first name, last name, username and password in the applicable fields of the **CREATE A NEW USER** section.
3. Complete optional Expiration Date and Reason fields if desired.
4. Tap **CREATE USER** to finish creating the account.

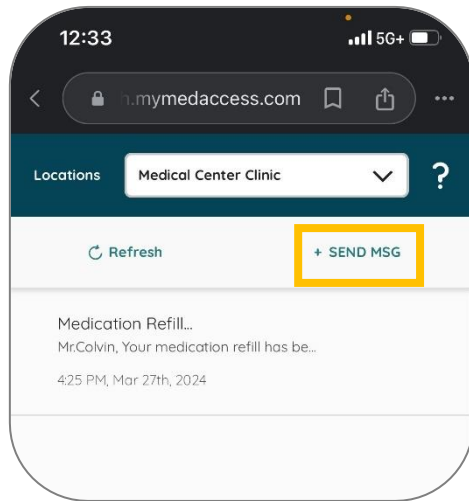
You must provide your family member with the myMCCHealth link and the username and password you created for them. When they log in, they will be able to view your health records and messages.



## Messaging Your Healthcare Provider

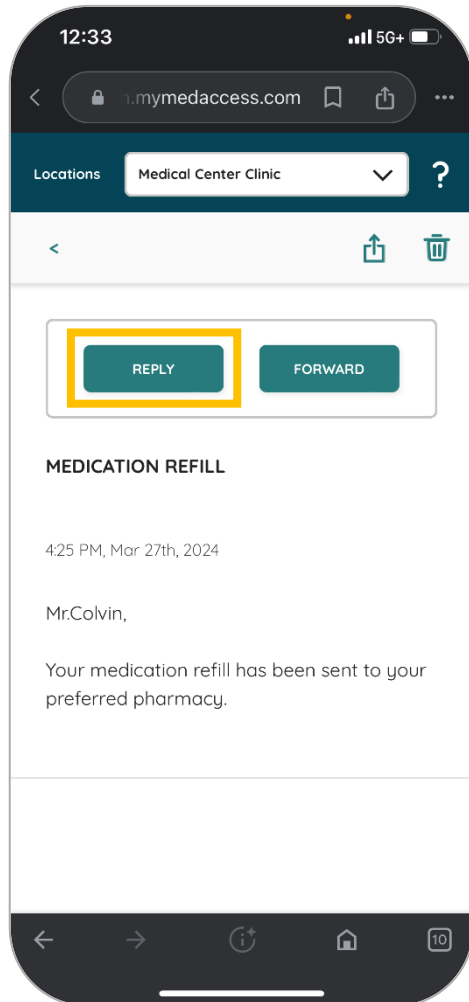
To **create** a new message:

1. Tap **Menu**, then **Messages**.
2. Tap the **+ SEND MSG** button.
3. Use the dropdown to select your Healthcare Provider.
4. Complete the **Subject** and **Message** fields. Tap **SEND**.



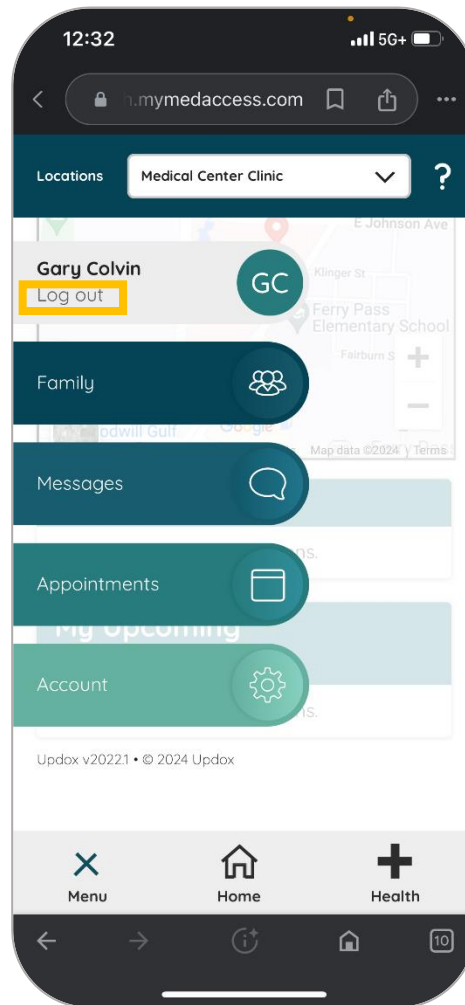
To **view** or **reply** to a message:

To view a message, tap **Menu**, then **Messages**. Tap the message you wish to view. To reply to a message, tap **REPLY** and type your response. Tap **SEND**.



## Logging Out

To log out of myMCCHHealth, tap **Menu**, then tap **Log Out** under your name in the upper left corner.



## Need Help?

If you need assistance with myMCCHHealth, we are here to help. Please email us at [myMCCHHealth@medicalcenterclinic.com](mailto:myMCCHHealth@medicalcenterclinic.com) or phone us at 850.969.2070.