

MyChart Parental Access Information Sheet

Patient Under 12 Years of Age

Southcoast recognizes that the parent or legal guardian of a Southcoast patient who is a child under 12 years of age may access the patient's medical records online via MyChart.

A parent/legal guardian seeking access to a Southcoast patient's medical record online through MyChart by submitting a **MyChart Parental Access Authorization Form: Patient Under 12 Years of Age** must adhere to the following conditions:

- + Parent or individual requesting access must have legal guardianship rights.
- + MyChart Parental Access Authorization Form: Patient Under 12 Years of Age must be completed and signed (the consent of only one parent is required).
- + Parent/legal guardian must log into MyChart with their own User ID and Password.
- + Communications on behalf of a patient must be sent from the patient's MyChart record and responses will be received in the patient's MyChart record.
- + Upon Southcoast's receipt and approval of the MyChart Parental Access Authorization Form: Patient Under 12 Years of Age, the parent/legal guardian shall receive the MyChart account information for their child in order to be able to communicate on behalf of the patient.
- + Parent/legal guardian must agree to abide by the terms and conditions of the MyChart site.
- + When the patient turns 12 years old, access will be automatically defaulted to limited access to protect the privacy rights of 12-17 year olds.
- + Parent/legal guardian access shall be revoked if any disputes involving parents, legal guardians or children cannot be resolved.
- + **MyChart is not to be used in an emergency.**

Parents/legal guardians with a MyChart Account will receive a MyChart message when access to the patient's record becomes available, typically 5 to 7 business days following receipt of a completed authorization form. A parent/legal guardian without an account must create and activate one within 60 days after receiving a MyChart activation letter following receipt of the completed Parental Access Authorization Form: Patient Under 12 Years of Age.

Note: Access to the online record of a patient under 12 years of age is only available to birth/adoptive parents or individuals with legal guardianship, and shall be restricted in accordance with applicable laws. A separate application is required for each child.

