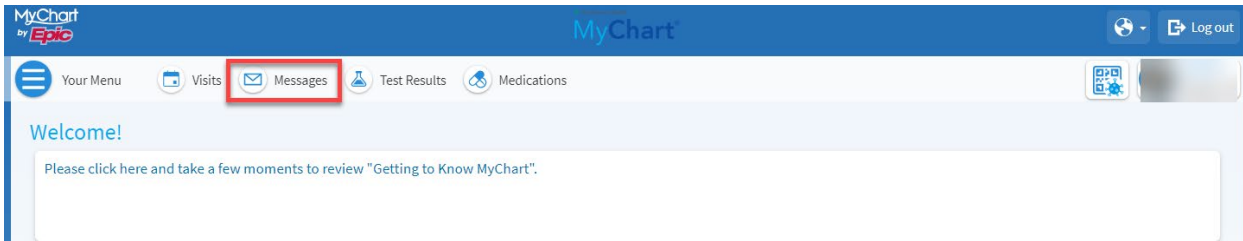
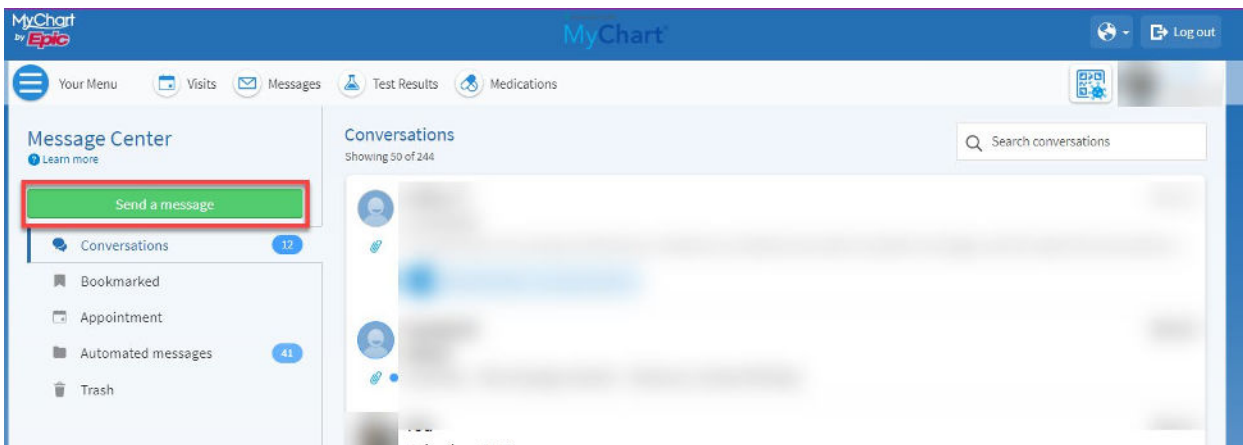


How to add Health Care Proxy documents to MyChart

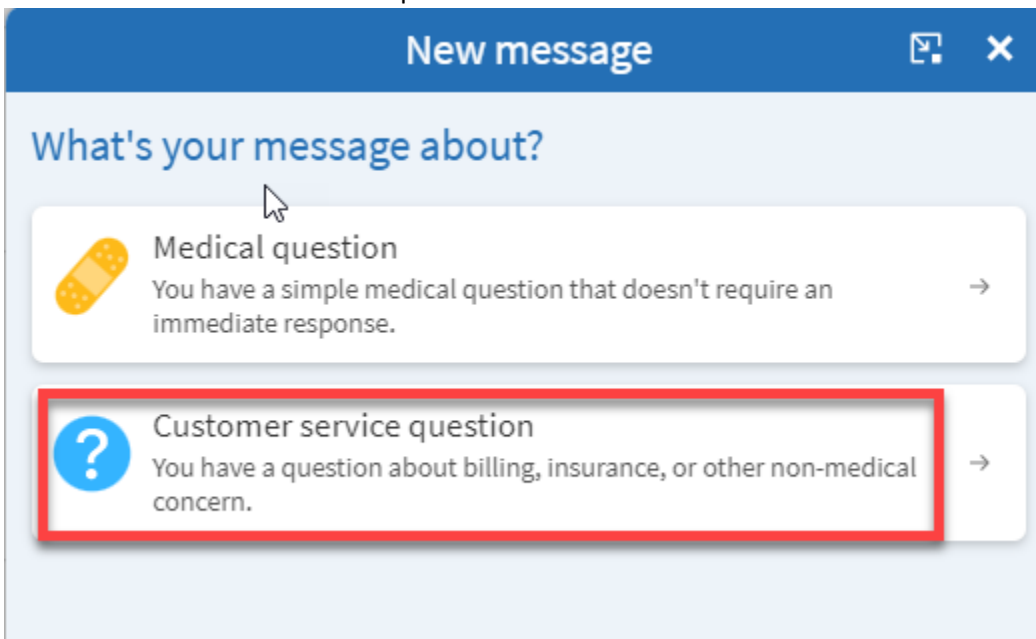
Upon logging the patient clicks on “Messages”



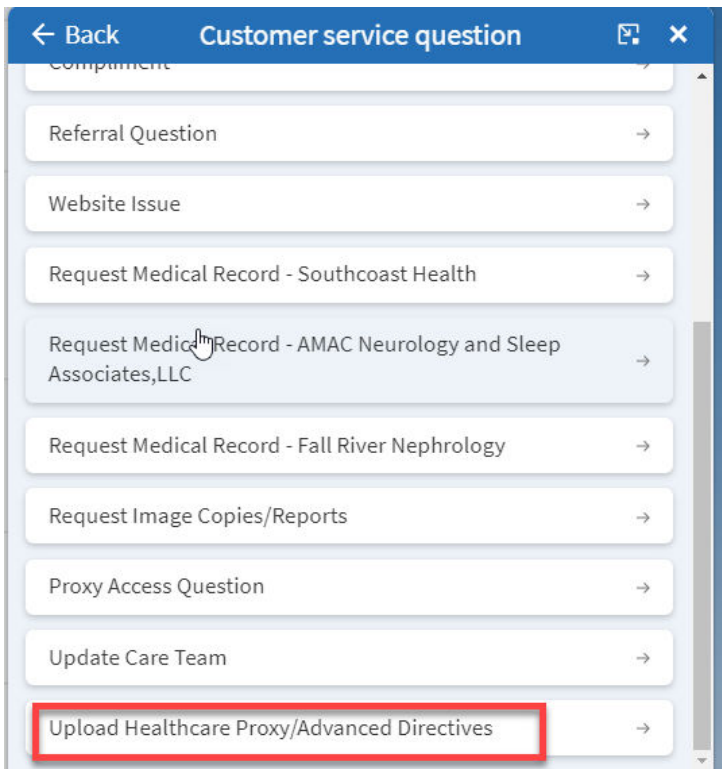
Then selects “Send Message”



Then click on “Customer service question”



Scroll down to “Upload Healthcare Proxy/Advanced Directives”



Add a subject and message and then click on the paperclip to add the “attachment”

A screenshot of a mobile application interface titled "Upload Healthcare Proxy/Advanced Directives". The interface shows a form with two required fields: "Subject" and "Enter your message...", both marked with a red asterisk. Above the form, there is a disclaimer: "If this is a medical emergency, call 9-1-1. MyChart messaging is NOT int..." followed by a "Learn more" link. At the bottom of the form, there is a trash can icon, a paperclip icon (highlighted with a red rectangular border), and a "Send" button with a right-pointing arrow.

Once the attachment has been added they can click “Send”

← Back

Upload Healthcare Proxy/Advan...

×

If this is a medical emergency, call 9-1-1. MyChart messaging is NOT int... [Learn more](#)

*

Subject

HCP

*

Enter your message...

HCP

×

.pdf

3 attachments allowed

Send

➤