

HackensackUMC MyChart

Patient Handbook



Your secure, online health connection



Version 1.2 August 2014

HackensackUMC MyChart Patient Handbook

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Important Information

As Hackensack University Medical Center (HUMC) strives to deliver a brand of care that is patient and family centered, HUMC MyChart promises to be an incredibly important new tool. The technology grants you and all our patients a degree of control over your own care experience - such as reviewing test results, allergies, medications, viewing past and future appointments, and securely exchanging online messages with your health care team.

HUMC MyChart works by giving our patients views to portions of their official medical record stored in Epic, HUMC's electronic health record system. While you will find this Information very helpful in keeping track of your health information, HUMC MyChart does not include all of your medical information, and is not your legal medical record. If you would like a copy of your legal medical record, you will need to file a request for information with our Health Information Department (see contact information below).

In addition to this booklet, you can find answers to your [Frequently Asked Questions](#) on the HUMC MyChart login web page.

Important Resources

Resource	Contact Information	Usage
HUMC MyChart Web Site	www.hackensackumc.org/mychart	MyChart activation (sign up) Online Request Form Lost or forgotten User ID or password Frequently Asked Questions (FAQs) HUMC MyChart Sign up Forms HUMC MyChart Proxy Request Forms
MyChart Support	mychartsupport@hackensackumc.org	Lost or forgotten User ID or password Other issues with HackensackUMC MyChart website
HUMC Health Information Department	Hackensack University Medical Center Health Information Department 30 Prospect Avenue Hackensack, NJ 07601 Phone: 551-996-2074 Fax: 201-489-0591	Request your legal medical record HUMC MyChart Sign up Forms HUMC MyChart Proxy Request Forms Frequently Asked Questions (FAQs) Lost or forgotten User ID or password

MyChart Activation Code

You will need a MyChart activation code to create your HUMC MyChart account. The activation code is 15 characters with an expiration date of 30 days from the date the code was generated.

The activation code can be found on the After Visit Summary of an inpatient or emergency department stay or some outpatient visits. Some departments such as the Health Information Department can also generate MyChart activation letters.

Review the **Activate Your HUMC MyChart Account** section below on how to use the activation code.

MyChart Activation Code Request for Myself

If you are 18 years or older and do not have a MyChart activation code, you can complete the **Online Activation Code Request** form. You will receive your MyChart activation code via e-mail or postal mail. The activation code is valid for 30 days. Review the **Expired or Lost Activation Code** section below for additional information.

Follow the steps:

1. Access the HackensackUMC MyChart website:
www.hackensackumc.org/mychart.
2. There are 2 ways to access the **Online Activation Code Request** form.
 - a. **Option 1**

- Click the **Sign Up Now** button.
- Click **Request Online**.



b. Option 2

- Click the **MyChart Access Forms** link under the **Learn More** section.

Welcome to **HackensackUMC**
Where medicine meets innovation
MyChart
Your secure, online health connection

Communicate with your doctor
Get answers to your medical questions from the comfort of your own home

Log In From Your Mobile Device
Access your HackensackUMC MyChart from your Apple® or Android™ device. Just download the "MyChart" app, and search for Hackensack.

Urgent Medical Matters
Please do not use MyChart to send messages requiring urgent medical attention. For urgent medical matters, please contact your doctor's office or dial 911.

Contact Us at: [MyChart Support](#)

Thanks for using MyChart. You have been logged out.

MyChart Username

[Forgot MyChart Username?](#)

Password

[Forgot Password?](#)

Sign in

MyChart © Epic Systems Corporation

New User?
Sign Up Now

Learn More...
FAQs
Privacy Policy
Terms and Conditions
Authorization Forms & Consent
MyChart Access Forms
HUMC MyChart Patient Handbook
HUMC MyChart Features

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- Select the **Online Activation Code Request** form link to complete the request online.

MyChart Access Forms

Activation Code Request for Myself

If you are 18 years or older, please fill out the [Online Activation Code Request form](#). You will receive your MyChart activation code via email or postal mail.

Download the paper [HUMC MyChart Sign Up Form](#) if you wish to send the information via postal mail.

3. Complete all information on the **Request an Activation Code** page. You are required to enter your medical record number on this form. Your medical record number is only numeric and can be found on an after visit summary and consent forms. **DO NOT enter a 15 character activation code in this field.**


Request an Activation Code

We need some information from you in order to grant you a MyChart account. Once submitted, it could take up a week for processing and verification. Once approved, you will receive an email or a letter with your activation code and instructions on how to activate your MyChart account. If you have any questions, please contact us at [MyChart Support](#).

You are required to enter your HackensackUMC Medical Record Number. If you do not know your medical record number, please download the [HUMC MyChart Sign Up Form](#) and mail it to us.


* Indicates a required field

Name




* First Name
* Last Name

Address




* Address information is required.
Address
City
State
ZIP
County
Country

Other Information



* Date of birth
* Home phone
* Medical record number
Email address
Verify email address

4. As a spam prevention measure, a CAPTCHA field must be completed at the bottom of the form. Enter your guess for the first word followed by a space and then the second word. If the CAPTCHA is not readable, click the  for another challenge.



5. If you'd prefer to download the form and mail it to the Health Information Department, click the **HUMC MyChart Sign Up Form** link on the page.



MyChart

Sign-Up Form

Thank you for your interest in MyChart, an easy-to-use Internet tool that provides you quick and secure online access to your Hackensack University Medical Center health information from anywhere at any time.

Instructions for Completing this Form

To sign up for access to your health information in MyChart, please complete this Sign-Up Form and return it to the address shown below. If you are a caregiver and would like access to another patient's MyChart information, please contact the Health Information department at 551-996-2074 for the appropriate forms or download them from www.hackensackumc.org/mychart.

Return all forms to: **Hackensack University Medical Center, Health Information Department, 30 Prospect Avenue, Hackensack, NJ 07601 OR Fax: 201-489-0591**

Your Information: (All sections required – please print clearly.)

Name (*last, first, middle initial*): _____ Date of Birth: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Email Address: _____ Home Phone Number: _____

MyChart Activation Code Request for Others

If you would like to obtain access to someone else's HUMC MyChart account, you are required to complete the proxy access forms located on the **MyChart Access Forms** page of the website.

Proxy access allows a person to access data in another person's medical record. Typically, parents will use this to access their children's accounts so they can schedule appointments, check immunizations, reorder medications, and coordinate other health-related information for their children.

Adults may also use it to access an older parent or relative's record. This is particularly useful for helping older adults monitor medications and appointments. This communication is done using an HUMC MyChart account and is restricted to non-urgent matters.




Proxy access is granted once an authorization form has been completed and processed. Individuals designated as proxies do not have to be patients themselves to view data through MyChart.

There are 2 types of proxy access: Parent-Child Proxy and Adult-Adult Proxy.

Parent-Child Proxy

Parent-Child proxy access allows a parent or guardian access to the HUMC MyChart account of a Hackensack University Medical Center patient who is under the age of 18. Access is obtained by completing the **HUMC MyChart Child Proxy Form** and mailing it to Hackensack University Medical Center's Health Information Department.


Child proxy access is automatically terminated on the child's 18th birthday. If your child is age 12-17, you will be granted partial access to your child's HUMC MyChart record (e.g. immunizations and allergies only).

 <small>Where medicine meets innovation</small>	MyChart	Child Proxy Form
Access to Your Child's MyChart Record To sign up for access to your child's MyChart record, please complete both pages of this Child Proxy Form and return it to the address shown below. Please note that your child's chart will be accessed through your MyChart record. Completing this form will establish a MyChart record for you and for your child. You must include two forms of identification ¹ , one of which must be a government issued ID and an additional one that is proof of your current address. Return all forms to: Hackensack University Medical Center, Health Information Department, 30 Prospect Avenue, Hackensack, NJ 07601 OR Fax: 201-489-0591		
<div style="border: 1px solid black; padding: 10px;">Parent/Guardian Information: (All sections required – please print clearly.) Name (last, first, middle initial): _____ Date of Birth: _____ Street Address: _____ City: _____ State: ____ Zip: _____ Email Address: _____ Home Phone Number: _____ Have you received any services at Hackensack University Medical Center? <input type="checkbox"/> YES <input type="checkbox"/> NO</div>		
<small>Please note that this form should not be used in the case of an emancipated minor.¹ An emancipated minor</small>		

Adult-Adult Proxy

Adult-Adult proxy access allows another adult full access to the HUMC MyChart account of a Hackensack University Medical Center patient who is 18 years of age or older. In order to obtain access, both the patient and proxy must complete and sign the **HUMC MyChart Adult Proxy Form** and mail it to Hackensack University Medical Center's Health Information Department.

The proxy's access is terminated when the patient makes a written request to terminate access or revokes access from within their MyChart account.

 Where medicine meets innovation	MyChart	Adult Proxy Form
Authorization Granting Access To MyChart Medical Record		
<p>You are requesting access to the MyChart record of an adult patient. A person who is granted access to another adult's medical record is called a "Proxy". In order to become a proxy, both the Proxy and the patient must sign this form. In addition, the patient must sign a separate authorization for release of medical information to the Proxy (called the "Adult Proxy Authorization Form.")</p> <p>Please note that portions of the patient's chart will be accessed through your (the Proxy's) MyChart record. Completing this form will establish a MyChart record for you (if you currently do not have a MyChart account) and for the patient.</p> <p>You must include two forms of identification*, for both yourself and the patient, one of which must be a government issued photo ID and an additional one that is proof of your current address.</p> <p>Return all forms to: Hackensack University Medical Center, Health Information Department, 30 Prospect Avenue, Hackensack, NJ 07601 OR Fax: 201-489-0591</p>		
Person Seeking Access / Proxy (All sections required – please print clearly)		
This section should be completed by the individual requesting access to another adult's MyChart record.		
Name (last, first, middle initial): _____ Date of Birth: _____		
Street Address: _____ City: _____ State: _____ Zip: _____		
Email Address: _____ Home Phone Number: _____		
Have you received any services at Hackensack University Medical Center? <input type="checkbox"/> YES <input type="checkbox"/> NO		
Patient (All sections required – please print clearly)		

Submit Proxy Request Forms:

Download the appropriate form and mail it to **Hackensack University Medical Center, Health Information Department, 30 Prospect Avenue, Hackensack, NJ 07601 OR Fax: 201-489-0591.**

To access the patient's chart:

1. Log in to your HUMC MyChart account from our secure web page with your MyChart username and password.
2. Select the tab on the right with the patient's name.

Read the **Proxy Access** section of this handbook for additional information.

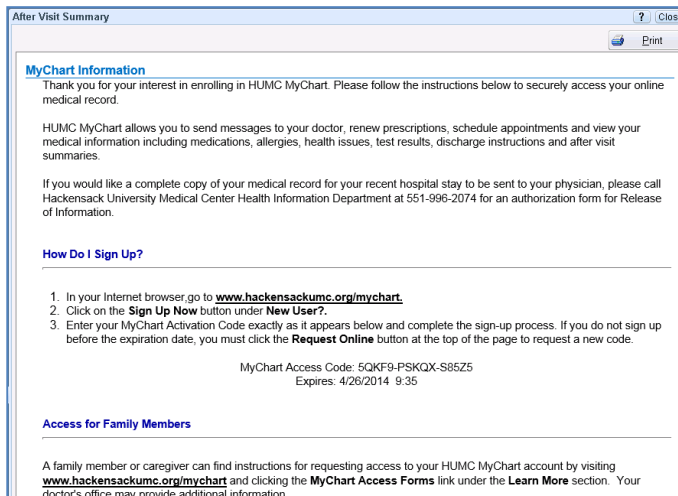
Expired or Lost Activation Code

If a your activation code expired before you were able to activate your HUMC MyChart account, or if you have misplaced your activation code before activating your account, you can request a new code from the online request form or send the sign up form to the Health Information Department.

Follow the **MyChart Activation Code Request For Myself** section of this handbook.

Activate Your HUMC MyChart Account

You may receive your HUMC MyChart activation code on the paperwork that is given to you when you are discharged from the hospital/emergency department, after an outpatient visit in some departments, by e-mail, or sent to your home address. The code is valid for 30 days.



The screenshot shows a web browser window with the title "After Visit Summary". The page content is as follows:

MyChart Information

Thank you for your interest in enrolling in HUMC MyChart. Please follow the instructions below to securely access your online medical record.

HUMC MyChart allows you to send messages to your doctor, renew prescriptions, schedule appointments and view your medical information including medications, allergies, health issues, test results, discharge instructions and after visit summaries.

If you would like a complete copy of your medical record for your recent hospital stay to be sent to your physician, please call Hackensack University Medical Center Health Information Department at 551-996-2074 for an authorization form for Release of Information.

How Do I Sign Up?

1. In your Internet browser, go to www.hackensackumc.org/mychart.
2. Click on the **Sign Up Now** button under **New User?**.
3. Enter your MyChart Activation Code exactly as it appears below and complete the sign-up process. If you do not sign up before the expiration date, you must click the **Request Online** button at the top of the page to request a new code.

MyChart Access Code: 5QKF9-PSKQX-S85Z5
Expires: 4/26/2014 9:35

Access for Family Members

A family member or caregiver can find instructions for requesting access to your HUMC MyChart account by visiting www.hackensackumc.org/mychart and clicking the **MyChart Access Forms** link under the **Learn More** section. Your doctor's office may provide additional information.

Follow the steps below to activate your account:

1. Access the HackensackUMC MyChart website:
www.hackensackumc.org/mychart.
2. Click the **Sign up Now** button under **New User?**



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MyChart
Your secure, online health connection

Communicate with your doctor
Get answers to your medical questions from the comfort of your own home

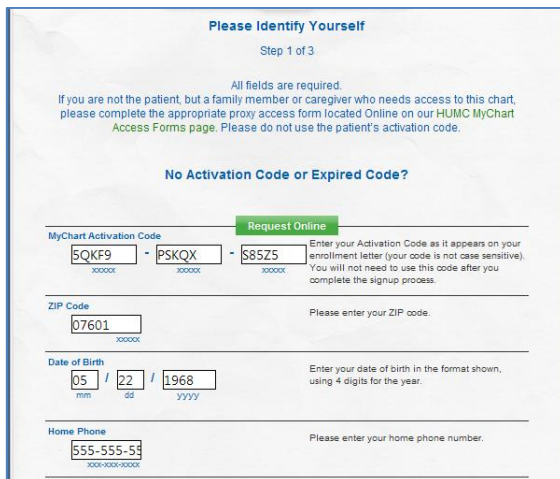
Log In From Your Mobile Device
Access your HackensackUMC MyChart from your Apple® or Android™ device. Just download the "MyChart" app, and search for Hackensack.

Urgent Medical Matters
Please do not use MyChart to send messages requiring urgent medical attention. For urgent medical matters, please contact your doctor's office or dial 911.

Contact Us at: [MyChart Support](#)

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3. Enter your 15 character MyChart Activation Code exactly as it appears on your visit summary or letter and complete the sign-up process.



Please Identify Yourself
Step 1 of 3

All fields are required.
If you are not the patient, but a family member or caregiver who needs access to this chart, please complete the appropriate proxy access form located Online on our [HUMC MyChart Access Forms page](#). Please do not use the patient's activation code.

No Activation Code or Expired Code?

Request Online

MyChart Activation Code
5QKF9 - PSKQX - S85Z5
XXXXXX XXXXXX XXXXXX

ZIP Code
07601
XXXXXX

Date of Birth
05 / 22 / 1968
mm dd YYYY

Home Phone
555-555-5555
XXX-XXX-XXXX

NOTE: An error message similar to the one below stating “**Invalid personal information**” indicates that the website cannot validate your personal information entered on the form (e.g. Zip Code, Date of Birth, or Home Phone) with the personal information found in the HUMC electronic health record. Contact the Health Information Department for assistance.

Please Identify Yourself
Step 1 of 3

All fields are required.
If you are not the patient, but a family member or caregiver who needs access to this chart, please complete the appropriate proxy access form located Online on our HUMC MyChart Access Forms page. Please do not use the patient's activation code.

No Activation Code or Expired Code?
Invalid personal information

Request Online

MyChart Activation Code
Enter your Activation Code as it appears on your enrollment letter (your code is not case sensitive). You will not need to use this code after you complete the signup process.

NH7G5 · H5AMR · WFKSH
XXXXXX XXXXXX XXXXXX

ZIP Code
Please enter your ZIP code.

07601
XXXXXX

Date of Birth
Enter your date of birth in the format shown, using 4 digits for the year.

08 / 22 / 1955
mm dd yyyy

If all of your personal information matches the HUMC electronic health record, you will proceed.

4. Choose a **MyChart Username** and **Password**. Select an appropriate security question and enter the answer.

Choose a Username & Password
Step 2 of 3

All fields are required.

Please choose your MyChart Username and password.

MyChart Username
Create a MyChart Username. It cannot be changed, so think of one that is secure and easy to remember.

Demopatient
Username may consist of a-z, 0-9, and . _ or @

Password
Create a password. Your password must be different than your MyChart Username. Security tip: Use a combination of numbers and letters in your password. Also mix upper and lower case letters.

Eight characters or more; case sensitive

Retype Password

Security Question
If you forget your password, MyChart will present you with your selected security question and ask you for your secret answer. Make sure your answer is meaningful, but not easy for others to guess.

Where were you born?

Secret Answer
Cannot include your password

hackensack

5. Enter an e-mail address so that you can receive alerts when new information becomes available in your HUMC MyChart and click **Sign In**.

The screenshot shows the 'E-mail Notifications' setup screen, labeled 'Step 3 of 3'. It has two columns. The left column contains the heading 'Enable E-mail Notifications?' with radio buttons for 'Yes' (selected) and 'No'. Below this is the 'E-mail Address' field with the text 'demopatient@company.com' and a small example 'Example: chris@company.com'. Underneath is a 'Retype E-mail Address' field, also containing 'demopatient@company.com'. The right column contains explanatory text: 'When new information is available (such as test results or messages), we will send a notification message to your Internet e-mail address.' and 'Your e-mail address will be used for alerts only. We will not share your e-mail address with anyone.' At the bottom center is a green 'Sign In' button.

6. Review the **Terms and Conditions** and click **Accept**. You can select the "Please do not show this page next time" check box to avoid the page the next time you log in.

The screenshot shows the 'Terms and Conditions' screen. At the top, it says 'To proceed, you must agree to the following conditions governing the use of this Web site.' Below this is a scrollable box titled 'TERMS AND CONDITIONS' containing text about MyChart, privacy, and security. At the bottom of the scrollable box is a checkbox labeled 'Please do not show this page next time', which is checked. Below the scrollable box are two buttons: a green 'Accept' button and a blue 'Decline' button.

Congratulations! You have activated your HUMC MyChart account.

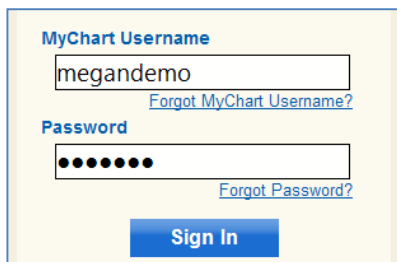
The screenshot shows the MyChart patient portal home screen. The top header includes the 'HackensackUMC' logo, the 'MyChart' logo, and a 'Welcome, Magdalena Palm' message with a 'Log Out' button. Below the header is a navigation bar with links for 'Messaging', 'Visits', 'My Medical Record', and 'Preferences'. The main content area is titled 'You Might Want To...' and lists three items: 'View details of your upcoming appointments: you have 12 upcoming appointments in the next 2 weeks.', 'Schedule appointments for your current health reminders: 3 reminders need your attention.', and 'Read your new message from HackensackUMC MyChart Care Team. Subject: Welcome to Hackensack University Medical Center MyChart.' Below these items are two buttons: 'Send a message to your doctor's office' and 'View your health summary'. At the bottom, there is a 'MyChart News for You' section with a welcome message from Hackensack University Medical Center.

Navigating Your HUMC MyChart

Log In

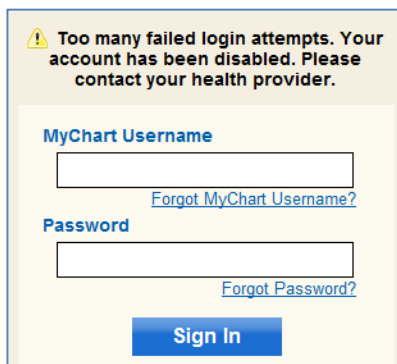
After signing up for your HUMC MyChart account, you can access your account any time:

1. Log into www.hackensackumc.org/mychart.
2. Enter your **MyChart Username** and **Password**.
3. Click **Sign In**.



A screenshot of the MyChart login interface. It features a light yellow background with a blue border. At the top, the text "MyChart Username" is in blue. Below it is a text input field containing "megandemo". To the right of the field is a blue link "Forgot MyChart Username?". Below the username field is the text "Password" in blue. Below it is a password input field with ten black dots. To the right of the field is a blue link "Forgot Password?". At the bottom center is a blue button with the text "Sign In" in white.

NOTE: If you enter the incorrect password after 4 attempts, you will disable your account. Contact MyChart Support (mychartsupport@hackensackumc.org) to re-active your account.

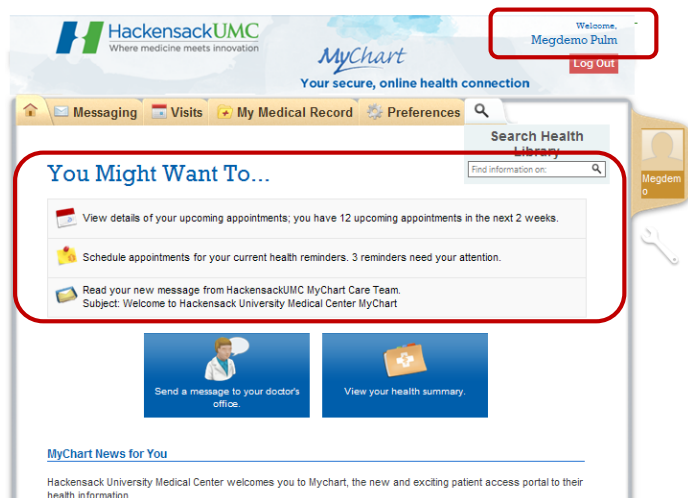


A screenshot of the MyChart login interface after a failed login attempt. It features a light yellow background with a blue border. At the top, there is a yellow warning icon followed by the text: "Too many failed login attempts. Your account has been disabled. Please contact your health provider." Below this message, the text "MyChart Username" is in blue. Below it is an empty text input field. To the right of the field is a blue link "Forgot MyChart Username?". Below the username field is the text "Password" in blue. Below it is an empty password input field. To the right of the field is a blue link "Forgot Password?". At the bottom center is a blue button with the text "Sign In" in white.

When you first log in to your HUMC MyChart, you will come to your personal landing page. You will know this is your page because your name will be in the top right corner.

If new information is available in your MyChart (e.g. a new test result has been posted, or a new message from your doctor or nurse), an alert will appear in the top section. Click on the alert to see your new information.

You can always click the home icon to go to the homepage.



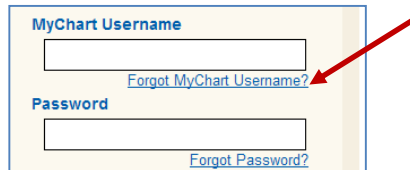
Forgot MyChart Username?

In the event that you forget your HUMC MyChart Username, you can retrieve it from the website as long as you have an e-mail address on file.

If you do not have an e-mail account on file, you can contact the Hackensack University Medical Center Health Information Department for assistance.

To access your MyChart Username:

1. From the HUMC website (www.hackensackumc.org/mychart), click the **Forgot MyChart Username** link.

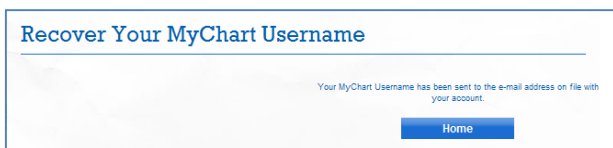


2. Enter your **first name**, **last name**, **zip code**, **date of birth**, and **home phone number** and click **Submit**.

NOTE: If the information that you enter does not match our electronic medical record system (e.g. your home phone number is different), you will not be able to continue. Contact the Hackensack University Medical Center Health Information Department for assistance.



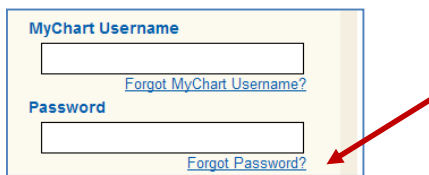
3. If the information is validated, your username will be sent to the e-mail address on file with your account.



Forgot Password?

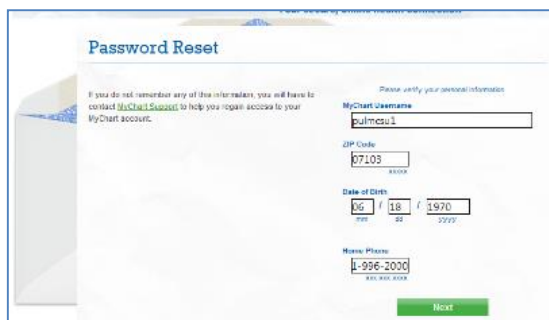
Use the Forgot Password link to re-set your password.

1. Click the **Forgot Password** link.



2. Enter your HUMC MyChart **Username**, **zip code**, **date of birth**, and **home phone number** and click Next.

NOTE: If the information that you enter does not match our electronic medical record system (e.g. your home phone number is different), you will not be able to continue. Contact the Hackensack University Medical Center Health Information Department for assistance.



3. If the information is validated, you can enter the answer to your security question and click **Submit**.

Password Reset

If you do not remember any of this information, you will have to contact your MyChart help desk at 555-5555 to help you regain access to your MyChart account.

Please answer the question you provided when signing up for MyChart.

Where were you born?

Submit

4. If all of your information is validated, you will be able to create your new password.

Password Reset

Enter your new password. A good password uses a combination of lowercase and uppercase letters, as well as numbers. Avoid using a password that is easy for others to guess such as your name or phone number.

Please create a password and click Submit.

Password


Retype Password

Submit

You will be taken directly into your HUMC MyChart account.


Messaging


Inbox


 **Messaging**

[Inbox](#)
[Contact My Doctor's Office](#)
[Letters](#)
[Request Rx Refill](#)
[Sent Messages](#)


The Inbox contains your new and read messages. From the Inbox, you can search, read, and reply to messages, and complete attached questionnaires.

 **Inbox**







Messages per page:  5


	Subject	From	Received
<input type="checkbox"/>	RE: Non-Urgent Medical Question	MD Physician J	04/22/2014 14:11
<input type="checkbox"/>	Your prescription request has been processed.	HackensackUMC MyChart Care Team	02/14/2014 8:27
<input checked="" type="checkbox"/>	Your prescription request has been processed.	HackensackUMC MyChart Care Team	02/13/2014 13:01
<input checked="" type="checkbox"/>	New test result	MD Physician J	02/12/2014 9:43
<input type="checkbox"/>	New test result	MD Physician J	02/11/2014 10:11

 Select messages to modify.

Messages 1 - 5 of 6

  Page: 1 2  

1. Select a message from the list to review it.

 **Your prescription request has been processed.**

To: UpgradeJoc.MyChartadult
From: HackensackUMC MyChart Care Team
Received: 2/14/2014 9:27 EST

UpgradeJoc.MyChartadult,


We have processed your medication refill request.

The following medication refills have been approved and electronically sent to your pharmacy:

The following medication refills have been approved but were not electronically sent to your pharmacy. Contact your doctor's office to ensure that the medication was called in to the pharmacy :

Medications listed below were not approved:
- ondansetron (ZOFRA) 4 MG tablet

If you have any questions about your prescription, please [send a message](#) to your doctor.



2. Choose the checkbox next to the message and click **Delete** to remove it.

Delete

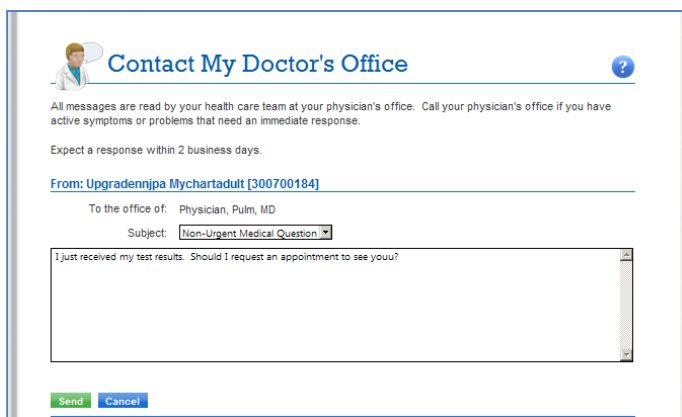
Contact My Doctor's Office

When you seek general medical advice that might not warrant an office visit, you can send secure messages with non-urgent questions to the doctor's office. The names that appear in the **"To the office of"** drop down box are providers that you have had an appointment with in the past 3 years or a provider that you have an appointment within the next six months.

These are only providers whose offices are using MyChart.

1. Select the physician's name from the **"To the Office of"** field.
2. Enter the appropriate **Subject**.
3. Enter your message in the text field and click the **Send** button.


You will receive a reply in your Inbox.



The screenshot shows a web form titled "Contact My Doctor's Office" with a blue header and a question mark icon. Below the title, a message states: "All messages are read by your health care team at your physician's office. Call your physician's office if you have active symptoms or problems that need an immediate response. Expect a response within 2 business days." The form includes a "From" field with the text "Upgradennipa Mychartadult (300700184)". Below this, it says "To the office of: Physician, Pulm, MD". The "Subject" field is a dropdown menu currently showing "Non-Urgent Medical Question". A large text area for the message contains the text: "I just received my test results. Should I request an appointment to see you?". At the bottom left of the form are two buttons: "Send" (green) and "Cancel" (blue).



Letters

You can review letters sent to you by your doctor's office, including health reminder letters, result letters, and general letters.

Letters 			
Date	From	Reason	Status
04/27/2014	Pulm Physician, MD		New
04/27/2014	Pulm Physician, MD		Viewed

1. Select the letter to view it.
2. To print the letter, click the printer icon at the top right.



 **Letter Details** 

Northern New Jersey Pulmonary Associates, P. C.
PULMONARY DISEASE . CRITICAL CARE MEDICINE . SLEEP DISORDERS
211 Essex Street, Suite 302, Hackensack, NJ 07601
Phone: 201. 498.1311, Fax: 201. 498.1312

Treatment of Obstructive Sleep Apnea may be helpful. Treatment options include non supine sleep, cpap, upper airway surgery or an oral appliance. A medically supervised program to maintain ideal body weight is recommended.

Treatment of obstructive sleep apnea with CPAP pressure at 25 is recommended. A medically supervised program to achieve and maintain ideal body weight is recommended.

Vendors commonly used for purchase or rental of the appliances or machines needed for treatment are:
CPAP.

Request RX Refill

If your doctor's office has enabled refill requests through HUMC MyChart, you can request a prescription renewal by sending a message to the clinician who authorized a medication.

1. Select the checkbox next to the medication that you want to be refilled.
2. Enter any comments in the text box and click **Continue**.

Request Rx Refill

Step 1 of 2: Choose prescriptions to refill

Prescription

<input checked="" type="checkbox"/>	metFORMIN 500 MG tablet Commonly known as: GLUCOPHASE Prescribed by Pulm Physician, MD on 4/27/2014.
<input checked="" type="checkbox"/>	amlodipine-benzazepril 2.5-10 MG per capsule Commonly known as: LOTREL Prescribed by Pulm Physician, MD on 4/27/2014.
<input type="checkbox"/>	ezetimibe-simvastatin 10-10 MG per tablet Commonly known as: VYTORIN Prescribed by Pulm Physician, MD on 4/27/2014.
<input type="checkbox"/>	HUMALOG MIX 75/25 PEN (75-25) 100 UNIT/ML susp Generic name: insulin lispro protamine-insulin lispro Prescribed by Pulm Physician, MD on 4/27/2014.
<input type="checkbox"/>	ascorbic acid 250 MG tablet Commonly known as: VITAMIN C Prescribed by Pulm Physician, MD on 4/27/2014.
<input type="checkbox"/>	glyBURIDE-metformin 5-500 MG per tablet Commonly known as: GLUCOVANCE Prescribed by Pulm Physician, MD on 2/14/2014.
<input type="checkbox"/>	amlODIPine 2.5 MG tablet Commonly known as: NORVASCO Prescribed by Pulm Physician, MD on 2/14/2014.

Please provide more refills. I only have 4 days supply. Thanks.

Continue **Cancel**

3. From the **Pharmacy** field, select your pharmacy. This is the information that you provided the office. If you wish to have your medications filled in a different pharmacy, select **Other** and enter the name of the pharmacy in the field that appears below.
4. You can click the **Back** button if you want to add another medication.

5. Click **Submit Request**. Your request is sent to the doctor's office for processing.

The screenshot shows a web form titled "Request Rx Refill" with a sub-header "Step 2 of 2: Enter pharmacy information". Under "Prescriptions:", it lists "metFORMIN 500 MG tablet" (Commonly known as: GLUCOPHAGE) and "amlodipine-benazepril 2.5-10 MG per capsule" (Commonly known as: LOTREL). The "Pharmacy:" section has a dropdown menu set to "Other (specify below)" and a text input field containing "Walgreens, Essex Street in Hackensack". A small note below the input field says "If your preferred pharmacy is not in the list, select 'Other (specify below)' and then enter the name of the pharmacy." At the bottom, there are "Pharmacy hours:" fields and two buttons: "Back" and "Submit Request".

Once received and processed, you will receive an e-mail alerting you of the HUMC MyChart message detailing what medications have been refilled and sent to the pharmacy electronically.

Sample e-mail:

Hello, Upgradejtcc Mychartadult, you have new information in MyChart. Access your MyChart account at www.hackensackumc.org/mychart.

You will find the reply in your Inbox when you log in to your account. Click the new message.

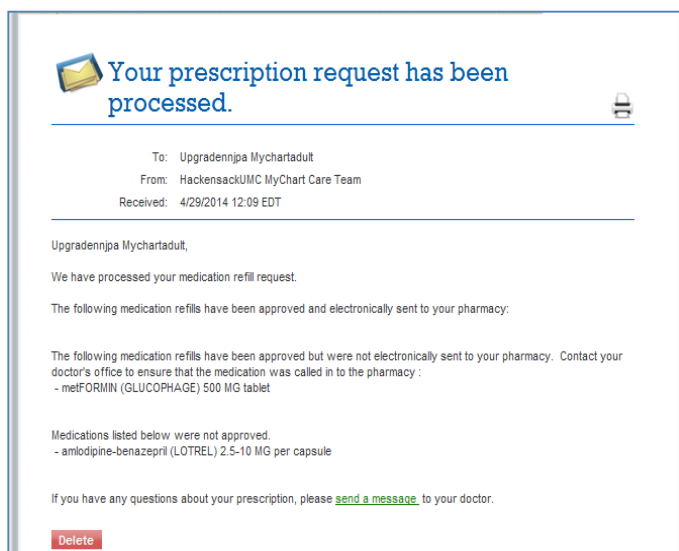
The screenshot shows an email inbox with a header bar containing an "Inbox" title, a search bar, and a "Messages per page" dropdown set to 5. The inbox table has columns for "Subject", "From", and "Received". There are three messages listed, each with a checkbox on the left. The first message is highlighted.

	Subject	From	Received
<input checked="" type="checkbox"/>	Your prescription request has been processed.	HackensackUMC MyChart Care Team	04/29/2014 12:09
<input type="checkbox"/>	Your prescription request has been processed.	HackensackUMC MyChart Care Team	02/14/2014 17:06
<input type="checkbox"/>	Welcome to Hackensack University Medical Center MyChart	HackensackUMC MyChart Care Team	02/03/2014 13:28

At the bottom of the table, there is a "Delete" button and a link "Select messages to modify."

The refill request message will detail:

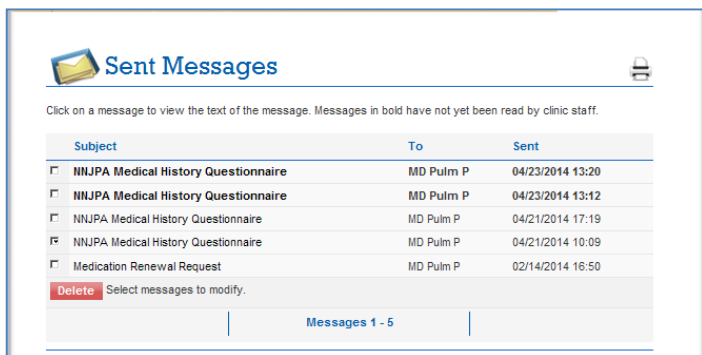
- the medications sent electronically (e-prescribed) to the pharmacy
- medications that were not electronically sent but may have been called in to the pharmacy
- any medications that were not approved.



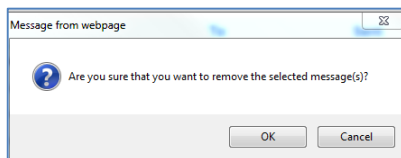
Sent Messages

You can review messages that you have sent to your doctor's office and see whether they have been read by office staff. Messages in bold have not yet been read by office staff.


1. Select a message from the list to review what you've sent.
2. Choose the checkbox next to the message and click **Delete** to remove it.



3. Click **OK** to confirm that you want to delete the message.



Visits

 **Visits**

Future Appointments
Upcoming Appts
Request an Appt

Visit History
Visit Summaries
Admission Summaries

Future Appointments

Upcoming Appointments



The Upcoming Appointments feature displays any future appointments that you may have, along with the physician you will see, the location, and driving directions to the office. From this feature, you can confirm or cancel the appointments, and provide pre-visit information via questionnaires. Upcoming surgeries are listed here as well.

 **Upcoming Appointments** 

Click on a row to see more details about an appointment.

Date / Time	Description	Department
Monday April 28, 2014 9:00	Office Visit with Pulm Physician, MD	NORTHERN NEW JERSEY PULMONARY ASSOCIATES P.C 211 ESSEX ST. STE 302 HACKENSACK NJ 07601
Tuesday April 29, 2014 9:00	Office Visit with Pulm Physician, MD	NORTHERN NEW JERSEY PULMONARY ASSOCIATES P.C 211 ESSEX ST. STE 302 HACKENSACK NJ 07601

1. Click on the appointment to see the details.
2. A link for driving directions allows you to connect to MapQuest for detailed driving directions to the appointment location.



 **Appointment Details** 

General Information

What: Office Visit with Pulm Physician, MD
When: Tuesday April 29, 2014 9:00 (15 minutes)
Where: NORTHERN NEW JERSEY PULMONARY ASSOCIATES P.C
211 ESSEX ST. STE 302
HACKENSACK NJ 07601
[Driving Directions](#)
Phone: 551-498-1311

3. Click **Get Driving Directions**.

Driving Directions

Starting Address [Home]

Street Address:

City:

State/Province:

ZIP Code:

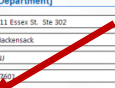
Destination Address [Department]

Street Address:

City:

State/Province:

ZIP Code:




[Get Driving Directions](#)


1. The driving directions will display.

[illegible]

4. As a new patient, you can also complete medical information in the **Questionnaire** section (see **My Medical Record – Questionnaires** section below).



Appointment Details



General Information

What: Office Visit with Pulm Physician, M/D
When: Thursday April 29, 2011 9:00 (15 minutes)
Where: NORTHERN NEW JERSEY PULMONARY ASSOCIATES P.C
 211 ESSEX ST., STE 502
 HACKENSACK NJ 07601
[Clicking Directions](#)
Phone: 551-495-1311

Questionnaires

Save time at the doctor's office by filling out the following questionnaires:

Questionnaire	Status
<input checked="" type="checkbox"/> NJ/NPA Medical History Questionnaire	Completed Print

Appointment Instructions

Patient should arrive 15 minutes prior to appointment.

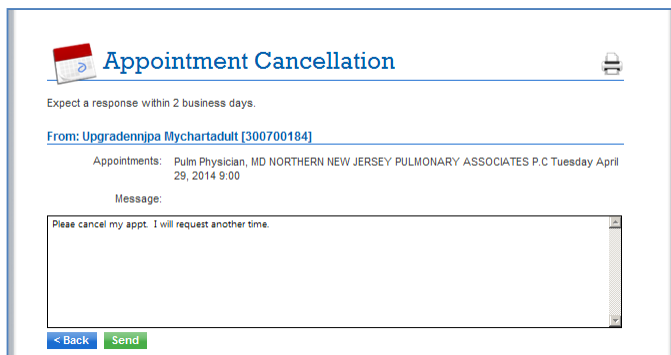
Cancellation

Please be courteous to our staff and to other patients. If you must cancel an appointment, please do so as far in advance as possible.

You may begin the cancellation process here. You will have a chance to review your decision before the message is sent.

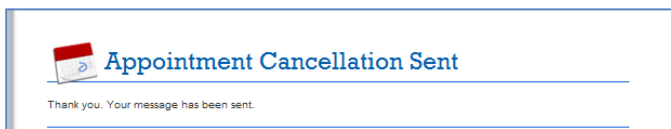
[Cancel This Appointment](#)

5. You can request to cancel an appointment as long as it is more than 24 hours before the appointment. After that time, you must call the office to cancel (the button to cancel will not be available).
6. Click the **Cancel This Appointment** button.
7. Enter a message in the text box and click **Send**.



The screenshot shows a web form titled "Appointment Cancellation" with a calendar icon on the left and a printer icon on the right. Below the title, it says "Expect a response within 2 business days." The "From:" field is "Upgradennjpa Mychartaduit [300700184]". The "Appointments:" field shows "Pulm Physician, MD NORTHERN NEW JERSEY PULMONARY ASSOCIATES P.C Tuesday April 29, 2014 9:00". The "Message:" section has a text box containing "Please cancel my appt. I will request another time." At the bottom are "< Back" and "Send" buttons.

A confirmation of the cancellation request will appear.

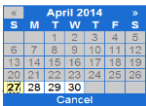


The screenshot shows a confirmation page titled "Appointment Cancellation Sent" with a calendar icon on the left. Below the title, it says "Thank you. Your message has been sent."

Request An Appointment

You can request new appointments with physicians (those that utilize MyChart in their office) through MyChart.

- 1. Select the physician you wish to see. The list is limited to clinicians with whom you have had a visit in the past 2 years and who you have an upcoming appointment within the coming year.
- 2. Choose a reason for the visit, for example, Follow-up.
- 3. Enter the dates and check the preferred times you wish to be seen. Click the calendar icon to see the dates.
- 4. Enter comments, if desired, and click **Send**.



Request an Appointment

If you would like to schedule an appointment for a different reason, please call the clinic.

Expect a response within 2 business days.

From: Upgradennipa Mychartadult [300700184]

Want to see: Physician, Pulm. MD (NORTHERN NEW JERSEY PULMONARY ASSOCIATES P.C.)

Reason for visit: Lab Visit

Preferred dates: From: 6/9/2014 To: 6/13/2014

Preferred times:

	Monday	Tuesday	Wednesday	Thursday	Friday
Morning	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Afternoon	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Please let me know if I should bring in any paperwork.

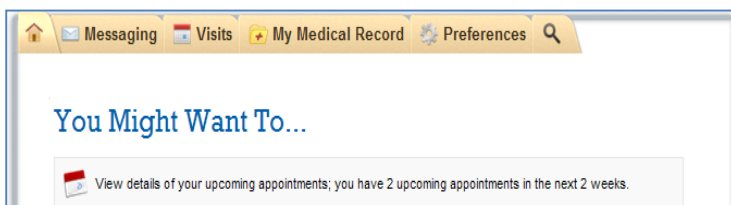
Maximum 5000 characters.

A confirmation of the appointment request will appear.

Request an Appointment

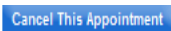
Thank you. Your message has been sent.

When the office staff schedules your appointment, you will receive an e-mail alert and a MyChart alert when you log into your account.



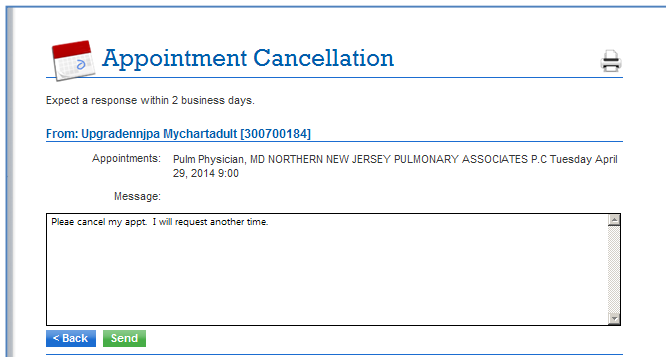
Request to Cancel an Appointment

You can request to cancel an appointment as long as it is not less than 24 hours before the appointment. After that time, you must call the office to cancel (the button to cancel will not be available).

1. Access the **Upcoming Appointments** feature and select the appointment.
2. Click the **Cancel This Appointment** button. 

A screenshot of the 'Appointment Details' page in MyChart. The page has a blue header with the title 'Appointment Details' and a printer icon. Below the header, there are three main sections: 'General Information', 'Questionnaires', and 'Appointment Instructions'. The 'General Information' section includes details about the appointment: 'What: Office Visit with Pulm Physician, MD', 'When: Tuesday April 29, 2014 9:00 (15 minutes)', 'Where: NORTHERN NEW JERSEY PULMONARY ASSOCIATES P.C., 211 ESSEX ST, STE 302, HACKENSACK NJ, 07601', and 'Phone: 551-498-1311'. The 'Questionnaires' section shows a table with two columns: 'Questionnaire' and 'Status'. It lists 'NNJPA Medical History Questionnaire' as 'Completed' with a 'Print' link. The 'Appointment Instructions' section states 'Patient should arrive 15 minutes prior to appointment.' The 'Cancellation' section provides instructions on how to cancel and includes a 'Cancel This Appointment' button at the bottom.

3. Enter a message in the text box and click **Send**.



The screenshot shows a web form titled "Appointment Cancellation" with a calendar icon on the left and a printer icon on the right. Below the title, it says "Expect a response within 2 business days." The "From:" field is "Upgradennjpa Mychartadult [300700184]". The "Appointments:" field lists "Pulm Physician, MD NORTHERN NEW JERSEY PULMONARY ASSOCIATES P.C Tuesday April 29, 2014 9:00". The "Message:" field contains the text "Please cancel my appt. I will request another time." At the bottom are "< Back" and "Send" buttons.

Appointment Cancellation

Expect a response within 2 business days.

From: Upgradennjpa Mychartadult [300700184]

Appointments: Pulm Physician, MD NORTHERN NEW JERSEY PULMONARY ASSOCIATES P.C Tuesday April 29, 2014 9:00

Message:

Please cancel my appt. I will request another time.

< Back Send

A confirmation of the cancellation request will appear.



The screenshot shows a confirmation page titled "Appointment Cancellation Sent" with a calendar icon on the left. Below the title, it says "Thank you. Your message has been sent."

Appointment Cancellation Sent

Thank you. Your message has been sent.








Visit History

Visit Summaries

View visit summaries and admission summaries to see details for past appointments and hospitalizations. These summary pages show the same information that appears on the After Visit Summary that is provided to you at some offices or when you are discharged from an inpatient or emergency department visit. You can also download a copy of the visit summary to send it to an outside provider.

Visit Summaries list outpatient and emergency department visits.

1. Select the visit to view the details.

Visit Summaries			
Click on a row to see more details about a past appointment.			
Date/Time	Description	Department	Actions
Friday May 16, 2014 9:00	Office Visit with JOHN J VILLA, DO	NORTHERN NEW JERSEY PULMONARY ASSOCIATES P.C.	 
Tuesday April 29, 2014 9:00	Office Visit with Pulm Physician, MD	NORTHERN NEW JERSEY PULMONARY ASSOCIATES P.C.	 
Monday April 28, 2014 9:00	Appointment with Pulm Physician, MD	NORTHERN NEW JERSEY PULMONARY ASSOCIATES P.C.	 
Friday April 25, 2014 9:15	Appointment with Pulm Physician, MD	NORTHERN NEW JERSEY PULMONARY ASSOCIATES P.C.	 

2. The After Visit Summary appears:

Appointment Details					
Outpatient After Visit Summary					
Claudia Blycharadoff 8/17/2014 Office Visit					
Description: Patient 008-801916 Provider: Pam Physician, MD Department: NORTHERN NEW JERSEY PULMONARY ASSOCIATES P.C.					
History: Health Concern Today					
Return in about 3 months (around 12/17/2015).					
Return in about 3 months (around 12/17/2015).					
Visit Where Discharged With:					
Discharge - Primary:					
Unspecified asthma					
Current Vitals - Last Recorded					
BP	Pulse	Temp (°C)	SpO2	HR	WT
100/60	62	98.6 °F (37 °C)	92	72	127 lb (57.4 kg)
Visit Current Medications For Today's Visit only		Take 2.5 mg by mouth every 6 hours as needed (indicated). Acute Bronchospasm (asthma) (Rxing)			
Albuterol (PROVENTIL) (2.5 & 100mg) 0.0525% nebulizer		Inhaler 2 Puffs 2 times daily			
Budesonide (PULMICORT FLEXHALER) 80 mcg/act meter (Rxing)		2 Sprays by Meter (not 3 times daily)			
Prednisone (CORTICONE) 5 mg 10 mg tablet (Rxing)		Take 1 Tab by mouth daily			
Methylxanthine (WALTOP (MULTIVITAMIN) (Rxing)		Take 1 Tab by mouth daily			
Indication/Description		This list represents our best understanding of the medications you are taking based on the information you have given us. If you have any questions or concerns about medications, ask your doctor or pharmacist or if you want to be sure of the drug name or dose, please consult the prescribing physician.			
No medications reported on this visit					
Immunization History					
DTP		5/17/2004			
Hepatitis A		5/17/2004			
Allergies					
Penicillins		ANAPHYLAXIS			
Last CBC Result: Last 10 results in the past 12 hours					
None					
Instructions					

Download Visit Summaries



Click the printer icon  to print the AVS (After Visit Summary) report.

You can use the Download Summary feature to download or view your full health summary in the form of a Continuity of Care Document (CCD). You can choose to password-protect your summaries or use no password protection at all.



The CCD for the visit will include the following patient information: 1 - demographic information, 2 - language and ethnicity, 3 - primary care provider, 4 - current and deleted allergies, 5 - current medications and medication history, 6 - active and resolved problems, 7 - immunization history, 8 - social history, 9 - encounter details with last filed vitals and reason for visit, 10 - plan of care including patient instructions and upcoming visits, 11 - test results, and 12 - visit or admitting diagnosis.

To download the visit summary as a file:

1. Click on the save icon  from **Visit Summaries**.

 **Visit Summaries** 

Click on a row to see more details about a past appointment.

Date/Time	Description	Department	Actions
Thursday May 29, 2014 14:30	Office Visit with MELVIN POLKOW, MD	NORTHERN NEW JERSEY PULMONARY ASSOCIATES P.C	 

2. From **Appointment Details**, you can also hover over the

folder icon  and select  Download Summary


[illegible]

3. From the Download a Record of Your Visit page, click the *“preview your summary”* link to view the report before you save it.


preview your summary.' A red arrow points from the title area down to the 'preview your summary' link. Below the paragraph, there is a section titled 'Visit Summary' with a sub-header 'Visit Summary with Password Protection'. To the right of this section, there is a text box that says 'Conveniently share your health information with anyone, including your family and your healthcare provider.' and a green 'Download' button with a download icon." data-bbox="113 113 886 401"/>

Download a Record of Your Visit

Download a record of your visit with us on 09/17/2013. It will contain your current allergies, medications, and health issues as well as more information regarding your past visit. You can make this summary with you to other providers or for your own records. You can also [preview your summary](#).




Visit Summary



Visit Summary

with Password Protection

Conveniently share your health information with anyone, including your family and your healthcare provider.

 Download

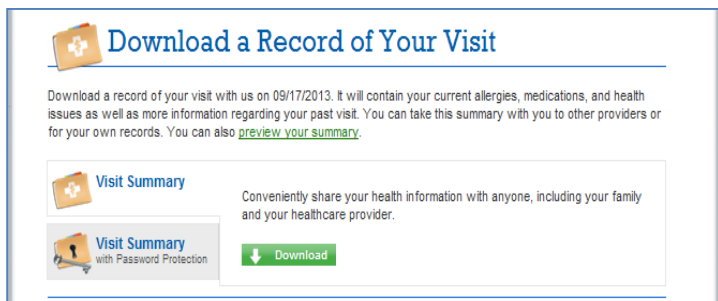
4. Your Continuity of Care Document for the visit will appear. Click on the "X" at the right corner of the screen to close the report.

[illegible]

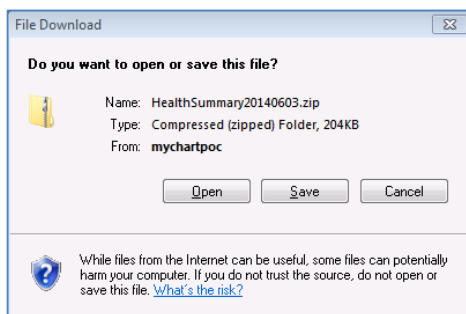
You can download the file with or without a password.

A - Download the file without a password:

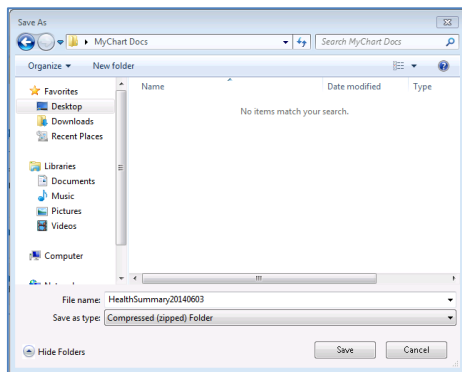
1. Click the **Download** button.



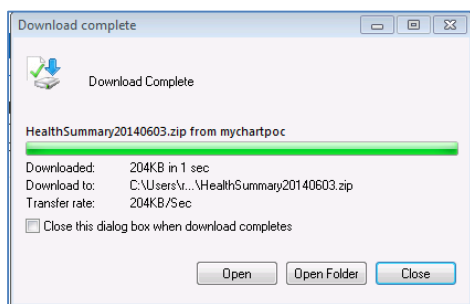
2. At the **File Download** pop-up window, select **Save**.



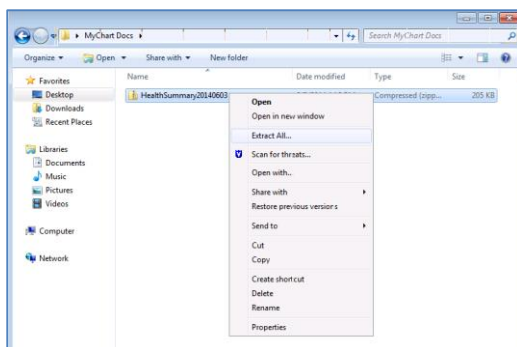
3. Save the file to a designated location.



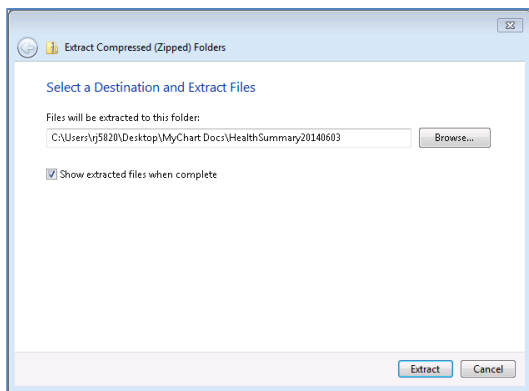
4. When the download is complete, click **Open Folder**.



5. From the folder that contains the file, select the saved zip folder, right-click and choose **Extract All**.



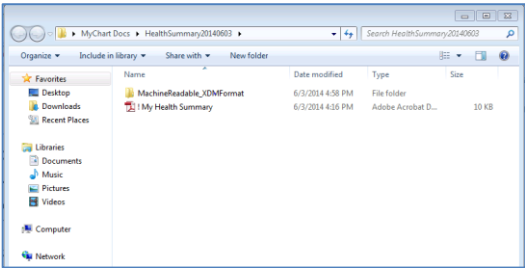
6. Click **Extract**.



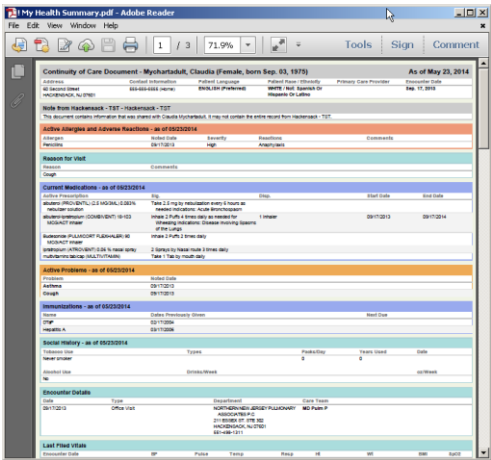
The folder opens with a **MachineReadable_XDMFormat** folder and a PDF file.

If you take your record on a thumb drive to a different doctor, he might be able to use his computer to read the file electronically. Your downloaded, machine-readable Personal Health Summary document is in a format called "CDA." If your doctor has a computer that understands CDA, your information is a folder on your thumb drive called **MachineReadable_XDMFormat**.

- 7. The PDF file is the easiest to use. Double-click on the PDF file (!My Health Summary) to open it.



- 8. The PDF file opens.

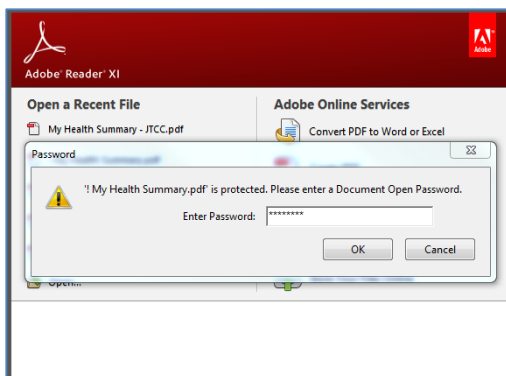


B - Download the file using a password:

1. Select the **Visit Summary with Password Protection** option and enter an 8 character password twice and click **Download**.



2. Follow steps 2-7 from the previous section **A**.
3. Since this file is password protected, enter your password that was created in step 1 to open the file.



After downloading the CCD, you can transport the file using a USB device or save the file to a CD to give to another healthcare organization. This helps the organization receiving the CCD to ensure that your record is updated with information from other healthcare organizations.

Send Visit Summary

You can use the **Send Visit Summary** feature to send your Continuity of Care Document to another provider. Hackensack University Medical Center providers are not in the directory as they have access to your chart. Check our provider list to ensure that your doctor is a participating physician.

1. Click the envelope icon next to the visit.



Date/Time	Description	Department	Actions
Friday May 16, 2014 9:00	Office Visit with JOHN J VILLA, DO	NORTHERN NEW JERSEY PULMONARY ASSOCIATES P.C	  
Tuesday April 29, 2014 9:00	Office Visit with Pulm Physician, MD	NORTHERN NEW JERSEY PULMONARY ASSOCIATES P.C	  

2. Review the list of participating organizations by click on the **Direct Project Organizations at HUMC** link.

preview the document.' There is a section titled 'Provider Information' with a link 'Please enter in as much information as you can. Our own doctors are not in this directory as they already have access to your chart. This page is for sending your chart to doctors at other organizations. A list of participating organizations can be found by clicking [Direct Project Organizations at HUMC](#).' Below this is a note 'You must enter at least a last name and state.' There are input fields for 'Last name', 'First name', 'Specialty' (a dropdown menu), and 'State' (a dropdown menu). A green 'Search' button is at the bottom. A red arrow points to the 'Direct Project Organizations at HUMC' link." data-bbox="187 563 801 821"/>

Send Visit Summary

Send a summary of your visit to another provider. You can also [preview the document](#).

Provider Information

Please enter in as much information as you can. Our own doctors are not in this directory as they already have access to your chart. This page is for sending your chart to doctors at other organizations. A list of participating organizations can be found by clicking [Direct Project Organizations at HUMC](#).

You must enter at least a last name and state.

Last name:

This field is required


First name:

Specialty:

State:

This field is required

3. The document contains a list of the organizations that have the ability to receive visit summaries that you send.



Direct Project Health Information Service Providers (HISPs)

What is a HISP?
A Health Information Service Provider (HISP) is an organization that manages security and transport for health information exchange among health care entities or individuals using the Direct standard for transport.

What is a Direct message?
The Direct Project established a set of standards to support workflows in which a patient transitions from one health care provider to another. Direct messaging allows an EHR (electronic health record) user to "push" a patient's information to a clinician and for that clinician to receive the information in his or her EHR. "Push" refers to sending a patient's information proactively, as opposed to a "pull" model in which information is requested when needed.

How does the Direct Project work?
The Direct Project packages the content of messages, enforces confidentiality and integrity of the content through encryption and digital signatures of the message sender and receiver, and routes the messages through SMTP (Simple Mail Transfer Protocol).


For additional information: <http://directproject.org/content.php?key=overview>

The table below contains a list of healthcare organizations that participate with HackensackUMC. The list will be updated periodically.

STATE	ORGANIZATION
NY	Buffalo Medical Group
NY	Greater Hudson Valley Health System
NY	NYU Langone Medical Center
NY	University of Rochester Medical Center

Updated 07/15/14

4. Enter the provider's **Last name**, **First name**, and **State** and click **Search**.



Send Visit Summary

Send a summary of your visit to another provider. You can also [preview the document](#).

Provider Information

Please enter in as much information as you can. Our own doctors are not in this directory as they already have access to your chart. This page is for sending your chart to doctors at other organizations. A list of participating organizations can be found by clicking [Direct Project Organizations at HUMC](#).

You must enter at least a last name and state.

Last name:

This field is required

First name:


Specialty:

State:

This field is required

Search

5. Select the provider.




Send Visit Summary

Select Provider

Click the provider to whom you would like to send your summary.

Outside Provider Test The Ohio State University Medical Center - TST	Address 123 Main Street Hackensack NJ 07602
--	--

6. Confirm the recipient by clicking **Send**.




Confirm Recipient

Are you sure you wish to send your visit summary to Outside Provider Test?

Send **Back**

7. Contact the provider to ensure that the summary has been received.





Send Visit Summary

We have attempted to send your visit summary to Outside Provider Test. Please call to verify he or she has received it.

Admission Summaries



Admission Summaries list your hospital admission summaries. As with visit summaries, you can print or download a copy of the summary.


Select a visit from the list to view the details. You can click on the  icon to download your visit information.




Hospital Admission Summaries


Click on a row to see details about an admission.


Admit Date	Discharge Date	Unit	Actions
2/5/2014	3/11/2014	HMN 09PW Medical Surgical	 

The admission summary details will appear. This is the discharge summary that you received from the hospital. To download the visit from this page, hover over the folder icon  and select **Download Summary** or **Send Summary**. Follow the steps in the **Visit Summaries** section of this handbook.



You can download your summary of this visit or send it directly to another provider.

 Download Summary

 Send Summary



Your Admission - 2/5/2014



Discharge Instructions

Hackensack University Medical Center

30 Prospect Ave
Hackensack, NJ 07601

Patient Discharge Summary

2/5/2014 Admission

Upgrade/Inpone Mychart/adult | MIRE: 300700218

About your hospitalization

You were admitted on February 5, 2014
You were discharged on March 11, 2014

You last received care in the HMN 09PW Medical Surgical
Unit phone number 551-996-5177

Vitals

None

Hgb A1C

(Last 10 results in the past 90 days)
None

AMERICAN DIABETES ASSOCIATION Recommends the Hgb A1C be less than 7%.
*** Follow up needed for Hgb A1C of 7% and greater.**

General Information

Why you were hospitalized

Your primary diagnosis was Not on File

You are allergic to the following

Not on File

Current Immunizations

DTAP	1/1/2011
Hepatitis A	2/21/992
HB	7/7/1997
MMR	5/25/1985
Meningococcal Conjugate	9/9/1999

Reviewed on 2/11/2014

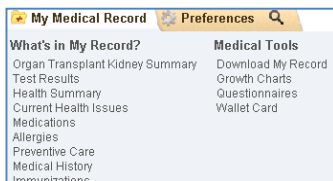
Follow-up Appointment Information

Follow-up information has not been specified.

My Medical Record

What's in My Record?

You can use the features in the **My Medical Record** section of your HUMC MyChart to view a lot of the clinical information in your medical record at HackensackUMC.



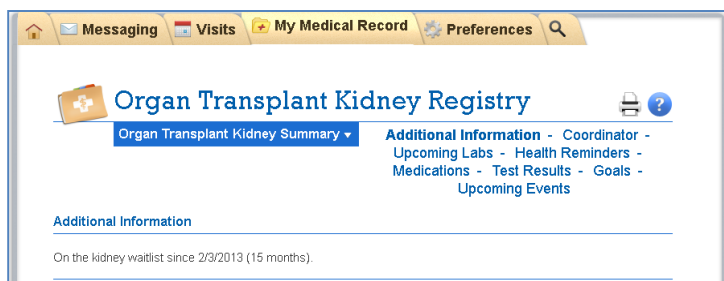
Registry Summary

With the registry summary, patients can view a summary of long-term treatments for chronic conditions. HUMC MyChart currently has this summary configured for kidney and pancreas transplant patients.

What's in My Record?

Organ Transplant Kidney Summary

The summary page displays your coordinators, medications, test results, upcoming labs, goals, and health maintenance topics.



The **Upcoming Events** link will display a calendar with all of the appointments that are relevant to the condition.

NOTE: The appointments do not display in Internet Explorer version 8.

Upcoming Events

You are scheduled for the following events relating to Organ Transplant Kidney Registry. You may click on each event to view its details.

<<	Sun	Mon	Tue	Wed	Thu	Fri	>>	Sat
1	2	3	4	5	6	7		
8	9	10	11	12	13	14		
15	16	17	18	19	20	21		
22	23	24	25	26	27	28		
29	30	1	2	3	4	5		
6	7	8	9	10	11	12		

Appointments

Download iCalendar

Date/Time	Description
Monday June 16, 2014 9:15 AM	Lab Visit Only with JAMES W LIM, MD
Tuesday June 24, 2014 8:45 AM	Renal Cons with Physician Phoenix, MD


Test Results

This section shows your laboratory and imaging tests and results, the physician who authorized each test, and the status of any test results. Please note that there are hospital restrictions on which results appear in your HUMC MyChart account.


- **Only the results of tests completed at Hackensack University Medical Center are viewable in your HUMC MyChart. If the test was performed at a different location, the results will not appear in the list.**
- Some of your results from your inpatient or emergency department visits will post to your HUMC MyChart after you are discharged. Any results that are finalized after your discharge will be available to view 24 hours after finalization.
- Results of some tests performed at Hackensack University Medical Center as an outpatient will post to your HUMC MyChart within 3 business days (includes holidays).

It is important to note: Results from tests such as cancer markers, anatomic pathology, HIV, STD, Hepatitis, Pregnancy, and genetics are not released to HUMC MyChart automatically. You should always contact your doctor directly if you have any questions.

Your screen may look similar to the one below when you initially access the Test Results feature. To view your results select the *“Click to search for labs taken during hospital visits”* link.



Test Results




Your MyChart account is not your official Hackensack University Medical Center medical record and does not contain all the information in a patient's complete medical record. Contact the Hackensack University Medical Center Health Information Department to obtain a copy of your official medical record.

Results from tests such as cancer markers, anatomic pathology, HIV, STD, Hepatitis, Pregnancy, and genetics are not released to MyChart.


Contact your physician's office directly if you have any questions about any of your results.

No test results were found. [Click to search for labs taken during hospital visits.](#)

Your test results will appear.



Test Results



Your MyChart account is not your official Hackensack University Medical Center medical record and does not contain all the information in a patient's complete medical record. Contact the Hackensack University Medical Center Health Information Department to obtain a copy of your official medical record.

Results from tests such as cancer markers, anatomic pathology, HIV, STD, Hepatitis, Pregnancy, and genetics are not released to MyChart.

Contact your physician's office directly if you have any questions about any of your results.

Search this list

Hide Hospital Results

Test results per page: 10

Date	Test	Ordered By	Status
03/05/2014	ECHOCARDIOGRAM COMPLETE	LAUREN KONIARIS, MD	Final result
03/04/2014	BREAST ADDITIONAL VIEWS	GAIL E STARR, MD	Final result
03/04/2014	US ABDOMINAL AORTA	ALAN K FELSEH, MD	Final result
03/04/2014	CT CERVICAL SPINE WITHOUT CONTRAST	ALAN K FELSEH, MD	Final result
03/03/2014	EKG 12 LEAD UNIT PERFORMED	LAUREN KONIARIS, MD	Final result
02/25/2014	POCT GLUCOSE	TODD D PASCARELLI, MD	Final result
02/25/2014	HCG QUANTITATIVE PREGNANCY	TODD D PASCARELLI, MD	Final result
02/25/2014	HIV 1 & 2 ANTIBODIES	TODD D PASCARELLI, MD	Final result
02/25/2014	CULTURE, GENITAL WITH GRAM STAIN	TODD D PASCARELLI, MD	Final result
02/25/2014	BCRABL BY FISH REPORT	TODD D PASCARELLI, MD	Final result

Test results 1 - 10 of 14

First

Prev

Page: 1 2

Next

Last


Click the **Hide Hospital Results** tab to filter only outpatient results.

You can also perform free-text searching to locate specific results.


Search this list



Click on the name of a test to see the result details.




Test Results




Your MyChart account is not your official Hackensack University Medical Center medical record and does not contain all the information in a patient's complete medical record. Contact the Hackensack University Medical Center Health Information Department to obtain a copy of your official medical record.

Results from tests such as cancer markers, anatomic pathology, HIV, STD, Hepatitis, Pregnancy, and genetics are not released to MyChart.

Contact your physician's office directly if you have any questions about any of your results.


Search this list 

Test results per page: 10 


Date ▼	Test	Ordered By	Status
06/04/2014	POCT GLUCOSE	Pulm Physician, MD	Final result
12/13/2013	POCT URINE SPECIFIC GRAVITY	Pulm Physician, MD	Final result
12/13/2013	POCT GLUCOSE	Pulm Physician, MD	Final result
09/17/2013	XR CHEST PALAT (71020)	Pulm Physician, MD	Final result
09/17/2013	CBC W/AUTOMATED DIFF	Pulm Physician, MD	Final result

Test results 1 - 5 of 5

From the details page, you can graph past results. Select the **Graph of Past Results** tab.




POCT GLUCOSE - Details



[Details](#)

[Past Results](#)

[Graph of Past Results](#)

 [About This Test](#)

Component Results

Component	Standard Range	Your Value
POC Glucose	68 - 122 MG/DL	125

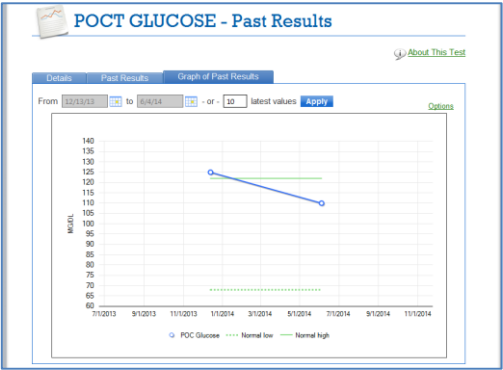
General Information

Resulted: 12/13/2013 10:50 AM

Ordered By: Pulm Physician, MD

Result Status: Final result

You can modify the date ranges or select the number of past results you wish to view and compare.



Health Summary

The **Health Summary** provides a quick way for you to review your medical records by combining information into one central location.

The screenshot shows the 'Health Summary' page. At the top, there's a header with a plus icon and the title 'Health Summary'. Below the header, a disclaimer states: 'Your MyChart account is not your official Hackensack University Medical Center medical record and does not contain all the information in a patient's complete medical record. Contact the Hackensack University Medical Center Health Information Department to obtain a copy of your official medical record.' Below this, a link says 'Use the links to jump directly to a section of your Health Summary.' followed by a row of links: 'Current Health Issues', 'Medications', 'Allergies', 'Immunizations', and 'Preventive Care'. The 'Current Health Issues' section is expanded, showing a table with two columns: 'Health Issue' and 'Date Noted'. The table lists 'Asthma', 'High blood pressure', and 'Diabetes', all with a date of '04/27/2014'. Below the table is a 'Back to Top' link. The 'Medications' section is also expanded, showing two medication entries. The first is 'metFORMIN 500 MG tablet' (commonly known as GLUCOPHAGE) with a link to 'About This Medication', instructions to take 1 tab (500 mg) by mouth 2 times daily with meals, and a 'Request a refill' link. The second is 'amlodipine-benzapril 2.5-10 MG per capsule' (commonly known as LOTREL) with a link to 'About This Medication', instructions to take 1 cap by mouth daily, and a 'Request a refill' link.

Health Summary

Your MyChart account is not your official Hackensack University Medical Center medical record and does not contain all the information in a patient's complete medical record. Contact the Hackensack University Medical Center Health Information Department to obtain a copy of your official medical record.

Use the links to jump directly to a section of your Health Summary.

[Current Health Issues](#) | [Medications](#) | [Allergies](#) | [Immunizations](#) | [Preventive Care](#)

Current Health Issues [Back to Top](#)

Health Issue	Date Noted
Asthma	04/27/2014
High blood pressure	04/27/2014
Diabetes	04/27/2014

Medications [Back to Top](#)

metFORMIN 500 MG tablet
Commonly known as: GLUCOPHAGE
[About This Medication](#)
Instructions: Take 1 tab (500 mg) by mouth 2 times daily (with meals) indications: type 2 diabetes
Prescribed by Pulm Physician, MD on 4/27/2014
Prescribed quantity: 60 Tabs
[Request a refill](#)

amlodipine-benzapril 2.5-10 MG per capsule
Commonly known as: LOTREL
[About This Medication](#)
Instructions: Take 1 cap by mouth daily indications: high blood pressure
Prescribed by Pulm Physician, MD on 4/27/2014
Prescribed quantity: 30 Caps
[Request a refill](#)

Each section can include links to the MedlinePlus website to provide reference materials regarding the information that you see in your records. [About This Medication](#)

The screenshot shows the MedlinePlus website. At the top, there's a header with the MedlinePlus logo and the text 'A service of the U.S. National Library of Medicine NIH National Institutes of Health'. Below the header, there's a section titled 'Health Information for You' with a sub-header 'MedlinePlus Connect Found the following results for your request. However, these results may not exactly match the link you selected. Check with your health care provider to discuss your questions and get the information that is right for you.' Below this, there's a section titled 'Results in MedlinePlus' with a sub-header 'Asthma'. The main content area has a text box that says 'Asthma is a chronic disease that affects your airways. Your airways are tubes that carry air in and out of your lungs. If you have asthma, the inside walls of your airways become sore and swollen. That makes them very sensitive, and they may react strongly to things that you are allergic to or find...' and a link 'More on Asthma'. To the right of the text box is an illustration of a human torso showing the respiratory system. Below the text box, there's a list of links: 'Asthma, asthma and dust', 'Asthma, asthma and mold', 'Asthma, asthma and pollen', 'Asthma', 'Asthma - control drugs', and 'see all'. At the bottom, there's a footer with the text 'MedlinePlus matched the above request to: ICD-9-CM 493.90, ICD-9-CM 493.91 for the International Classification of Diseases, 9th Edition.' and a row of links: 'MedlinePlus', 'MedlinePlus Connect', 'Get email updates', 'Subscribe to RSS', and 'Follow MedlinePlus on Twitter'.

MedlinePlus
A service of the U.S. National Library of Medicine
NIH National Institutes of Health

Health Information for You

MedlinePlus Connect found the following results for your request. However, these results may not exactly match the link you selected. Check with your health care provider to discuss your questions and get the information that is right for you.

Results in MedlinePlus

Asthma

Asthma is a chronic disease that affects your airways. Your airways are tubes that carry air in and out of your lungs. If you have asthma, the inside walls of your airways become sore and swollen. That makes them very sensitive, and they may react strongly to things that you are allergic to or find...

More on [Asthma](#)

- [Asthma, asthma and dust](#)
- [Asthma, asthma and mold](#)
- [Asthma, asthma and pollen](#)
- [Asthma](#)
- [Asthma - control drugs](#)
- [see all](#)

MedlinePlus matched the above request to: ICD-9-CM 493.90, ICD-9-CM 493.91 for the International Classification of Diseases, 9th Edition.

[MedlinePlus](#) [MedlinePlus Connect](#) [Get email updates](#) [Subscribe to RSS](#) [Follow MedlinePlus on Twitter](#)

Current Health Issues

The **Current Health Issues** page shows all of the diagnoses on your problem list that the clinician has marked to be shared in HUMC MyChart.

Clicking on the name of the problem takes you to the MedlinePlus website.

The image shows two overlapping screenshots. The top screenshot is from a MyChart 'Current Health Issues' page. It has a header with a bandage icon and the title 'Current Health Issues'. Below the header, it states: 'Your MyChart account is not your official Hackensack University Medical Center medical record and does not contain all the information in a patient's complete medical record. Contact the Hackensack University Medical Center Health Information Department to obtain a copy of your official medical record.' It also says: 'Click on the issue name for more in-depth information on that particular issue.' and 'Some health issues are released at your physician's discretion. If you believe an item is missing, please contact your physician directly.' Below this is a list of health issues: 'Asthma', 'High blood pressure', and 'Diabetes'. The bottom screenshot is from the MedlinePlus website, specifically the 'Asthma' page. It features the MedlinePlus logo and the text 'A service of the U.S. National Library of Medicine NIH National Institutes of Health'. The page title is 'Health Information for You'. It says: 'MedlinePlus Connect found the following results for your request. However, these results may not exactly match the link you selected. Check with your health care provider to discuss your questions and get the information that is right for you.' Below this is a section titled 'Results in MedlinePlus' with the heading 'Asthma'. The text describes asthma as a chronic disease that affects the airways. To the right is an illustration of human lungs. Below the text are links: 'More on Asthma', 'Asthma and dust', 'Asthma and mold', 'Asthma and pollen', 'Asthma - control drugs', and 'See all'. At the bottom, it says 'MedlinePlus matched the above topics to: ICD-9-CM 493.02, ICD-9-CM stands for the International Classification of Diseases, 9th edition.' and provides social media links for MedlinePlus.

Current Health Issues

Your MyChart account is not your official Hackensack University Medical Center medical record and does not contain all the information in a patient's complete medical record. Contact the Hackensack University Medical Center Health Information Department to obtain a copy of your official medical record.

Click on the issue name for more in-depth information on that particular issue.

Some health issues are released at your physician's discretion. If you believe an item is missing, please contact your physician directly.

Health Issue

- [Asthma](#)
- [High blood pressure](#)
- [Diabetes](#)

MedlinePlus CONNECT
A service of the U.S. National Library of Medicine
NIH National Institutes of Health

Health Information for You

MedlinePlus Connect found the following results for your request. However, these results may not exactly match the link you selected. Check with your health care provider to discuss your questions and get the information that is right for you.

Results in MedlinePlus

Asthma

Asthma is a chronic disease that affects your airways. Your airways are tubes that carry air in and out of your lungs. If you have asthma, the inside walls of your airways become sore and swollen. That makes them very sensitive, and they may react strongly to things that you are allergic to or find

More on [Asthma](#)

- [Asthma and dust](#)
- [Asthma and mold](#)
- [Asthma and pollen](#)
- [Asthma - control drugs](#)
- [See all](#)

MedlinePlus matched the above topics to: ICD-9-CM 493.02, ICD-9-CM stands for the International Classification of Diseases, 9th edition.

[MedlinePlus](#) [MedlinePlus links](#) [Get email updates](#) [Subscribe to RSS](#) [Print MedlinePlus on Twitter](#)

Medications

The **Medications** page displays your current medications along with pertinent information for each medication, such as the prescribed dosage and the name of the clinician who placed the initial order.

Additionally, you can directly request prescription renewals from this section by clicking the *Request a refill* link.

You may want to [request a refill](#).

Clicking on the *About This Medication* link of the medication takes you to the MedlinePlus website.

The image shows a screenshot of a patient's Medications page on the left and the MedlinePlus website on the right. An orange arrow points from the 'About This Medication' link in the patient's medication list to the MedlinePlus search results for 'metformin 500 mg'.

Medications Page:

- metFORMIN 500 MG tablet**
Commonly known as: GLUCOPHAGE
Instructions: Take 1 tab (500 mg) by mouth 2 times daily (with meals) indications: type 2 diabetes
Prescribed by: Pulm Physician, MD on 4/27/2014
Prescribed quantity: 60 Tabs
[Request a refill](#)
- amlodipine-benzapril 2.5-10 MG per**
Commonly known as: LOTREL
Instructions: Take 1 cap by mouth daily inc
Prescribed by: Pulm Physician, MD on 4/27/2014
Prescribed quantity: 30 Caps

MedlinePlus Website:

- Search: metformin 500 mg
- Results: 1 - 7 of 7 for metformin 500 mg
- 1. **Diabetes Drugs** (Consumer Union of U.S.)
... Glimepiride 4-mg Generic One 4-mg \$14 Metformin 500-mg Glimepiride Two 1000-mg \$78 Metformin 500-mg Generic Ten 1000-mg \$14 Metformin 850-mg ... Generic One 250-mg/2.5-mg \$14 Metformin/glibenclamide 500-mg/2.5-mg Generic One 500-mg/2.5-mg ...
[www.consumerreports.org/_back-bay-drugs/type2diabetes.htm](#) - External Health Links
- 2. **Medicines for Type 2 Diabetes: A Review of the Research for Adults** (Agency for Healthcare Research and Quality)
... releases NA's not available as a generic. **Repaglinide** Metformin Glucophage® 500 mg once a day \$25 \$35 500 mg twice ... mg/15 mg twice a day NA \$276 Metformin/atlaglinide Jannumet® 500 mg/40 mg twice a day NA \$230 1, ...
[effectivehealthcare.ahrq.gov/_displayproduct?productID=721](#) - External Health Links
- 3. **Niacin and niacinamide (Vitamin B3)**
... Niacin products typically come in high strengths of 500 mg or higher. Dietary supplement forms

Allergies

On the **Allergies** page, you can see a list of your allergies, the date noted, and reactions for each allergy. This section also includes any substance intolerances and contraindications you might have.

Clicking on the name of the allergy takes you to the MedlinePlus website.

The image shows a screenshot of a patient's 'Allergies' page on the left and a screenshot of the MedlinePlus website on the right. A large orange arrow points from the 'Peanut-containing Drug Products' link in the Allergies page to the MedlinePlus search results for 'Peanut-containing Drug Products allergy'.

Allergies Page:

- Header: Allergies
- Disclaimer: Your MyChart account is not your official Hackensack University Medical Center medical record and does not contain all the information in a patient's complete medical record. Contact the Hackensack University Medical Center Health Information Department to obtain a copy of your official medical record.
- Instruction: Click on an Allergen name to see any additional details regarding that allergen.
- Table:

Allergen	Reaction
Peanut-containing Drug Products	Fever
Latex	

MedlinePlus Website:


- Header: MedlinePlus Trusted Health Information for You
- Search: Search MedlinePlus Peanut-containing Drug Products allergy
- Results: Results 1 - 2 of 2 for "Peanut-containing" Drug Products allergy
- Results:

- Food Allergies: Symptoms, Diagnosis, Prevention and Treatment | NIH MedlinePlus the National Library of Medicine
of the following ways: Touching peanuts using a peanut-containing skin care product
Breathing in peanut dust, such as when in close proximity to people eating peanuts
Cross-reactive Food allergies If you have a life-threatening reaction to
www.nlm.nih.gov/.../spring1/articles/spring1/food022.html | MedlinePlus Magazine
- Food Allergy: An Overview | NIH (National Institute of Allergy and Infectious Diseases) | PDF
... may be true in the case of peanut allergy. A person who experiences anaphylaxis on the first
known exposure to peanut may have sensitivity to "Touching peanuts." Used a peanut-containing
skin care product - Breathed in peanut dust in the home or
www.nlm.nih.gov/.../foodallergydocuments/foodallergy.pdf | External Health Links


Preventive Care

The **Preventive Care** page includes recommended procedures to help you maintain your health. For example, this section could include reminders about annual pap smears or flu shots.

This feature tells you when each procedure is due and when it was last performed, and it also gives the option of requesting an appointment to perform the procedure. Click the [Request Appointment](#) button.



Preventive Care



Your MyChart account is not your official Hackensack University Medical Center medical record and does not contain all the information in a patient's complete medical record. Contact the Hackensack University Medical Center Health Information Department to obtain a copy of your official medical record.


Preventive medicine plays an important part in your health and overall well being. The following procedures are recommended for people of your age, sex, and medical history.

	Name	Status▲	Last Done
<input checked="" type="checkbox"/>	Tetanus Shot	Overdue	
<input type="checkbox"/>	Flu Vaccine	Not due until 9/1/2014	


[Request Appointment](#) Select a reminder to request an appointment.

Medical History

You can view history information that is on file, such as your medical and surgical history, social history including alcohol and tobacco use, and health issues documented for family members.



Medical History



Your MyChart account is not your official Hackensack University Medical Center medical record and does not contain all the information in a patient's complete medical record. Contact the Hackensack University Medical Center Health Information Department to obtain a copy of your official medical record.

This is an overview of your medical history on file with the clinic.

Medical History

Diagnosis	When
Anemia	
Anxiety Problem	4/15/2012
Diabetes	12/12/2009
Arthritis	13/12/2013
Depression	

Surgical History

You have no surgical history on file.

Family Medical History

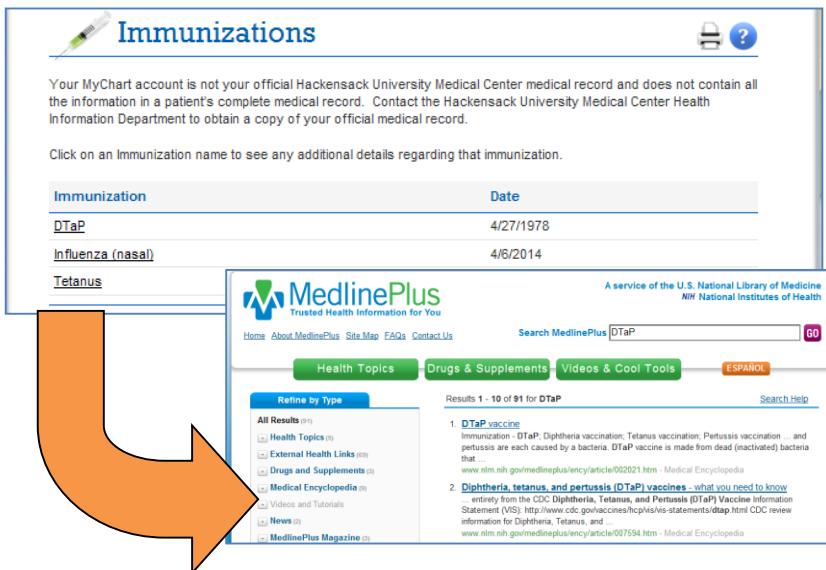
Relationship	Health Issue	Comment
Mother	Colon Cancer	severe
Father	Diabetes	uncontrolled

Social History

Immunizations

The **Immunizations** page displays the types and dates of immunizations you have received. This section offers you an easy way to view the immunization histories and print immunization reports needed for schools.

Clicking on the name of the immunization takes you to the MedlinePlus website.



The image shows a screenshot of a patient's immunization record and a corresponding MedlinePlus search result. A large orange arrow points from the 'DTaP' link in the immunization list to the search results for 'DTaP' on the MedlinePlus website.

Immunizations Page:

Your MyChart account is not your official Hackensack University Medical Center medical record and does not contain all the information in a patient's complete medical record. Contact the Hackensack University Medical Center Health Information Department to obtain a copy of your official medical record.

Click on an Immunization name to see any additional details regarding that immunization.

Immunization	Date
DTaP	4/27/1978
Influenza (nasal)	4/6/2014
Tetanus	

MedlinePlus Search Results:

A service of the U.S. National Library of Medicine
NIH National Institutes of Health

Search MedlinePlus:

Health Topics | Drugs & Supplements | Videos & Cool Tools | [ESPAÑOL](#)

Results 1 - 10 of 91 for **DTaP**


- DTaP vaccine**
Immunization - DTaP: Diphtheria vaccination; Tetanus vaccination; Pertussis vaccination ... and pertussis are each caused by a bacteria. DTaP vaccine is made from dead (inactivated) bacteria that ...
www.nlm.nih.gov/medlineplus/ency/article/002021.htm - Medical Encyclopedia
- Diphtheria, tetanus, and pertussis (DTaP) vaccines - what you need to know**
... entry from the CDC: Diphtheria, Tetanus, and Pertussis (DTaP) Vaccine Information Statement (VIS): <http://www.cdc.gov/vaccines/hcp/vis/vis-statements/dtap.html> CDC review information for Diphtheria, Tetanus, and ...
www.nlm.nih.gov/medlineplus/ency/article/007594.htm - Medical Encyclopedia

Medical Tools

Download My Record

What's your Lucy record? It's a portable copy of your allergies, current medications, active problems, immunizations, procedures, and test results from MyChart. You can put your Lucy record on a USB drive and take it with you to share with your other healthcare providers.


Follow the **Visit Summaries – Download Summary from AVS** section of this handbook to download your Lucy record.




Download Your Lucy Record


Your MyChart account is not your official Hackensack University Medical Center medical record and does not contain all the information in a patient's complete medical record. Contact the Hackensack University Medical Center Health Information Department to obtain a copy of your official medical record.

What's your Lucy record? It's a portable copy of your allergies, medications, current health issues, procedures, test results, and immunizations from MyChart. You can put your Lucy record on a USB drive and take it with you to share with your other healthcare providers. You can also [preview your Lucy record](#).

**Lucy Record**


Conveniently share your health information with anyone, including your family and your healthcare provider.

**Lucy Record**
with Password Protection





Who's Accessed My Record?

This feature allows you to see the MyChart users who have accessed your electronic medical records and in what context.



Who's Accessed My Record?



MyChart Users

Access Time	By	Action	What	Visit Date
6/3/2014 06:37:54 PM EDT	Claudia Mychartadult	Download	Your Record Summary	
6/3/2014 06:32:43 PM EDT	Claudia Mychartadult	Download	Your Record Summary	
6/3/2014 06:22:54 PM EDT	Claudia Mychartadult	View	Your Record Summary	
6/3/2014 06:22:45 PM EDT	Claudia Mychartadult	Login	Your Record	

Using MyChart, you can track your children's growth using a growth chart and compare it to average growth broken down into categories including age, sex, and ethnicity.

Growth Charts (Abby)

?

CDC GIRLS 5 (2-20 YEARS) - Length-for-age

Growth Chart: United States
Stature-for-age Percentiles (Girls, 2 to 20 years)

Stature (in)

Age (years)

Legend:

- 95th percentile
- 90th percentile
- 75th percentile
- 50th percentile
- 25th percentile
- 10th percentile
- 5th percentile

Source: Centers for Disease Control and Prevention (CDC), 2000

Chart Set: CDC GIRLS (2-20 YEARS)

Chart Type: Length-for-age

Units: ☒ Metric ☒ Standard


Hide Legend: ☐

Questionnaires

History Questionnaires

As a new patient with HUMC MyChart, you can complete and submit history questionnaires online prior to your appointment in offices that offer questionnaires through MyChart. Clinicians can then review the answers and update your chart with a single click.

Select the questionnaire assigned to your upcoming appointment.

 **Questionnaires**

Assigned Questionnaires

This list contains the questionnaires for your upcoming appointments, questionnaire series, and those attached to inbox messages. Click a row to fill out a questionnaire.

Due Date	Questionnaire	Source
5/1/2014	NNJPA Medical History Questionnaire	Upcoming Appointment

Additional Questionnaires

This list contains questionnaires that have been made available to you. Click a row to fill out a questionnaire.


Questionnaire	Last Filled Out
---------------	-----------------

- 1. Complete all of the pages of the questionnaire.
- 2. Click **Continue** or **Finish Later** if you are unable to

Continue >

Finish Later

complete it now.

 **NNJPA Medical History Questionnaire**

Step 1 of 2


Please fill out the following questionnaire. When available, data is pulled from your chart.

Medical History

Question	Response	Date first noted (approx)	Comments
Anemia	<input checked="" type="radio"/> Yes <input type="radio"/> No	12/5/2009	
Chronic bronchitis	<input checked="" type="radio"/> Yes <input type="radio"/> No		
Hypertension	<input checked="" type="radio"/> Yes <input type="radio"/> No	2002	
Arthritis	<input checked="" type="radio"/> Yes <input type="radio"/> No		
Chronic lung disease	<input checked="" type="radio"/> Yes <input type="radio"/> No		
Lung cancer	<input checked="" type="radio"/> Yes <input type="radio"/> No		
Asthma	<input checked="" type="radio"/> Yes <input type="radio"/> No	1/8/1980	
Coronary artery disease	<input checked="" type="radio"/> Yes <input type="radio"/> No		
Pneumonia	<input checked="" type="radio"/> Yes <input type="radio"/> No		
Bruscherella	<input checked="" type="radio"/> Yes <input type="radio"/> No		

3. You will have an opportunity to review and modify your answers before you are finished.

[< Modify](#) [Submit Questionnaire](#) [Finish Later](#)



NNJPA Medical History Questionnaire

Please review your responses. To finish, click **Submit Questionnaire**. To change any answers, click **Modify**.

There are some questions that you have not responded to. Click the **Modify** button if you would like to answer these now.

[< Modify](#)

Medical History

Anemia **Yes**
Date: 10/5/1999

Chronic bronchitis **No**

Hypertension **Yes**
Date: 2001

Arthritis **No**


Chronic lung disease **No**

Lung cancer **No**


Asthma **Yes**
Date: 1/8/1980

4. A confirmation appears when you click **Submit Questionnaire**.

[Submit Questionnaire](#)



NNJPA Medical History Questionnaire



Thank you, here are the responses you have submitted.

Medical History

Anemia **Yes**
Date: 10/5/1999

Chronic bronchitis **No**

Hypertension **Yes**
Date: 2001

Arthritis **No**

Chronic lung disease **No**

Lung cancer **No**

Asthma **Yes**
Date: 1/8/1980

Coronary artery disease **No Response**

Pneumonia **No Response**

General Questionnaires

General questionnaires can also be attached to upcoming appointments, or sent to you through a MyChart message. The questionnaires are made available in your HUMC MyChart from the **Questionnaires** page under the **Additional Questionnaires** section.

The questionnaires can be detailed health risk assessments which allow clinicians to discuss the results with you in more detail.

Additional Questionnaires

This list contains questionnaires that have been made available to you. Click a row to fill out a questionnaire.

Questionnaire	Last Filled Out
JTCC NEW PATIENT SYSTEM REVIEW FORM	4/17/2014

You can print the history questionnaire from the **Upcoming Appointments** feature.

Appointment Details

General Information

What: Njpa New Patient with MELVIN POLKOW, MD
When: Thursday May 01, 2014 7:45 AM (30 minutes)
Where: NORTHERN NEW JERSEY PULMONARY ASSOCIATES P.C
211 ESSEX ST. STE 302
HACKENSACK NJ 07601
[Driving Directions](#)
Phone: 551-498-1311

Questionnaires

Save time at the doctor's office by filling out the following questionnaires:

Questionnaire	Status
● NNJPA Medical History Questionnaire	Completed (Print)

Cancellation

Please be courteous to our staff and to other patients: if you must cancel an appointment, please do so as far in advance as possible.

You may begin the cancellation process here. You will have a chance to review your decision before the message is sent.

Wallet Card

You can print a wallet-sized summary of your current medical issues and medical history from your HUMC MyChart in order to always have your medical information on hand. Load information from their medical records and add other information as needed.

1. Click the **Edit** link from the section. **Contacts** [Edit](#)

2. Click the **Load from My Clinic** button. **Load From My Clinic**
When the information is loaded, click **Save**. If you pull in information and exceed the maximum number of characters, you will encounter a warning.
3. Click **Ok** and modify the field.

The **Wallet Card** will contain your demographic information on file, some of your problems, medications, and allergies, contacts, and insurance information.

4. You can print the card by clicking the print icon.




Wallet Card

This page is a convenient, printable summary of your medical information. Click [Edit](#) to add information from your medical record to a section of the Wallet Card. You can also add comments and information that are not included in your medical record.

Patient Information	Medical Information Edit
Name: Claudia Mychartaduit Address: 60 Second Street HACKENSACK NJ 07601 Phone (H): 555-555-5555	Conditions: Asthma, Cough Medications: albuterol (PROVENTIL) (2.5 MG/3ML) 0.083% nebulizer solution, ipratropium (ATROVENT) 0.05 % nasal spray, Budesonide (PULMICORT FLEXHALER) 90 MCG/ACT inhaler, multi-dose tablets (MULTIVITAMIN). Allergies: Penicillins Note: Medical information may have been changed by patient.
Contacts Edit	Insurance Information Edit
PCP: John James 973-555-5555 Emergency: Sally MyChartaduit 973-666-6666	Payor: Medicare Plan: Medicare Part A&B Member ID: 999999999A Subscriber: Claudia Mychartaduit

Preferences

**Preferences**

Personalize
Change Password
Notifications

Personalize

You can customize your HUMC MyChart by changing the color scheme and adding account nicknames for you and family members.

1. Click the **Edit** button.



MessagingVisitsMy Medical RecordPreferences

Personalize

Whose Records Can I View?

Photo	Account Name	Nickname	Access Until
	Claudia Mychartadut	Claudia	This is your own MyChart account.
	Gina Mychartchild	Gina	3/4/2022
	Janet Crocus	Janet	
	Mario Upgrade	Mario	5/21/2028

Edit

Who Can View My Record?

Proxy	Access Until	Account Status
<input checked="" type="checkbox"/> Joella Mychartadut		Active
<input checked="" type="checkbox"/> Nonpatient Proxy		Inactive

Revoke Access

ClaudiaGinaJanetMario

2. Edit the Nickname or Color Scheme for you or a family member.

Personalize

Whose Records Can I View?

Photo	Account Name	Nickname	Access Until	Color Scheme
	Claudia Mychartadut	<input type="text" value="Claudia"/>	This is your own MyChart account.	<div>Light</div>
	Gina Mychartchild	<input type="text" value="Gina"/>	3/4/2022	<div>Green</div>
	Janet Crocus	<input type="text" value="Janet"/>		<div>Burple</div>
	Mario Upgrade	<input type="text" value="Mario"/>	5/21/2028	<div>Teal</div>

SaveCancel

Who Can View My Record?

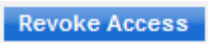
Proxy	Access Until	Account Status
<input checked="" type="checkbox"/> Joella Mychartadut		Active
<input checked="" type="checkbox"/> Nonpatient Proxy		Inactive

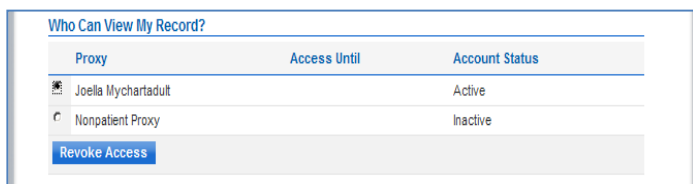
Revoke Access



ClaudiaGinaJanetMario

Revoke Access

You can revoke the access of anyone who has access to your record. Revoking access means that you are no longer allowing them to view your HUMC MyChart account.

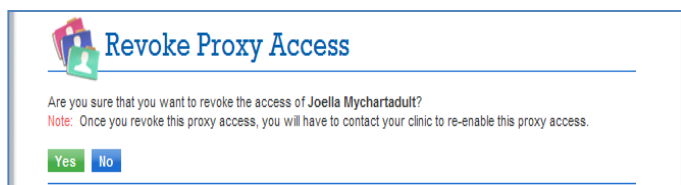
1. Under the **Who Can View My Record?** section, select the radio-button next to the name of the Proxy to revoke the access.
2. Click the **Revoke Access** button. 



Proxy	Access Until	Account Status
 Joella Mychartadut		Active
 Nonpatient Proxy		Inactive

[Revoke Access](#)

3. Confirm your action by selecting **Yes**.



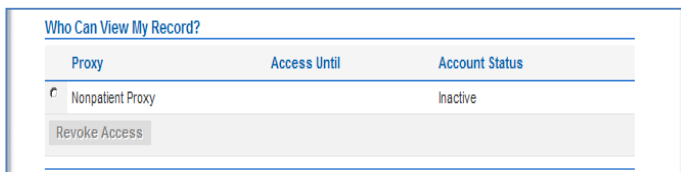
Revoke Proxy Access


Are you sure that you want to revoke the access of Joella Mychartadut?

Note: Once you revoke this proxy access, you will have to contact your clinic to re-enable this proxy access.

[Yes](#) [No](#)

4. The Proxy's name is removed and they will no longer have access to view your MyChart record.




Proxy	Access Until	Account Status
 Nonpatient Proxy		Inactive

[Revoke Access](#)


Change Password

You can change your password and security question/answer from this feature.

1. Enter your current password, new password, and confirm the new one. Click **Save Password**.
2. Select a new security question and enter you answer. Click **Save Ques/Ans**.



Change Password



Change Password

Password changes will take effect the next time you log in.

Current Password:

New Password:

Confirm New:

Save Password **Cancel**

Change Security Question/Answer

If you do not select a new security question, your current question will be used.

Current Password:

Current Question: Where were you born?

New Question:

New Answer:

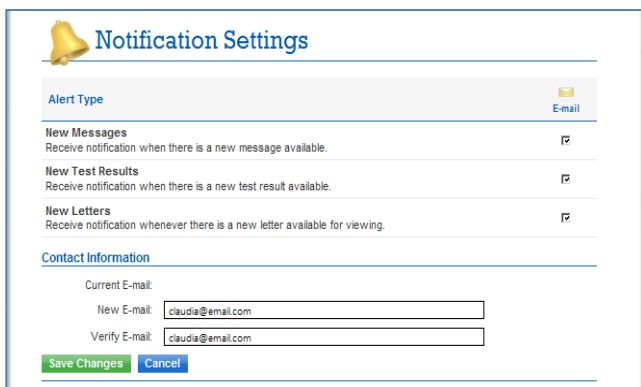
Not case-sensitive

Save Ques/Ans **Cancel**

Notifications

You can opt to receive e-mail message ticklers to notify you when new information is available in your HUMC MyChart. Ticklers are available for messages, test results, billing information, prescriptions, and more.

1. Check the boxes under the **E-mail** column for each alert type.
2. Enter or modify your e-mail address.
3. Click **Save Changes**.



The screenshot shows the 'Notification Settings' page. At the top left is a yellow bell icon. The title 'Notification Settings' is in blue. Below the title is a table with two columns: 'Alert Type' and 'E-mail'. The 'E-mail' column has a yellow envelope icon. There are three rows of notification settings, each with a bold title, a description, and a checkbox in the 'E-mail' column. All three checkboxes are checked. Below the table is a section titled 'Contact Information' in blue. It contains three labels: 'Current E-mail:', 'New E-mail:', and 'Verify E-mail:'. Each label is followed by a text input field. The 'New E-mail' and 'Verify E-mail' fields contain the text 'claudia@email.com'. At the bottom left of the form are two buttons: a green 'Save Changes' button and a blue 'Cancel' button.

Alert Type	E-mail
New Messages Receive notification when there is a new message available.	<input checked="" type="checkbox"/>
New Test Results Receive notification when there is a new test result available.	<input checked="" type="checkbox"/>
New Letters Receive notification whenever there is a new letter available for viewing.	<input checked="" type="checkbox"/>

Contact Information

Current E-mail:

New E-mail:

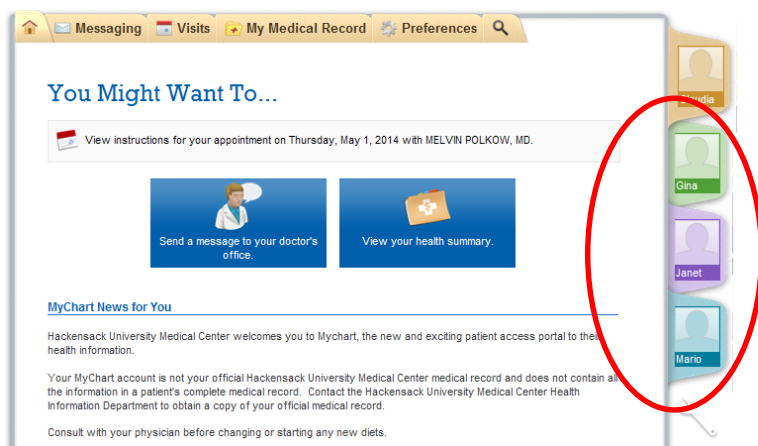
Verify E-mail:

Proxy Access

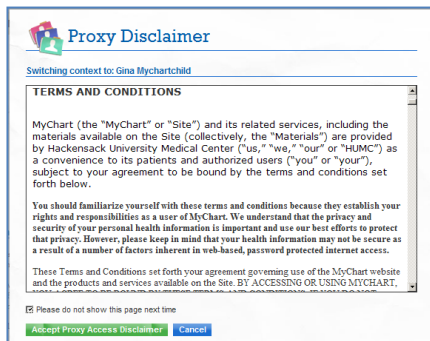
You will receive your own MyChart activation code in the mail once your proxy request form has been processed and approved. Use the code to activate your account. Review the **Activate Your HUMC MyChart Account** section of this handbook.

If you already have an HUMC MyChart account, you will not need another activation code to view your family member's medical information. Simply, log into your existing account and the new records will be available.

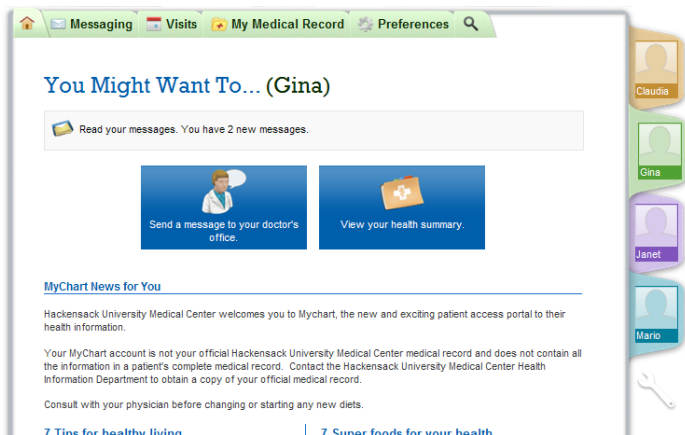
As proxy user, you will see tabs to the right of your HUMC MyChart home page. Each tab represents a family member or loved one's HUMC MyChart account. Click on the tab.



Read and accept the **Proxy Disclaimer**. If you do not want to see the disclaimer the next time you access the patient's tab, select the checkbox below the Terms and Conditions.

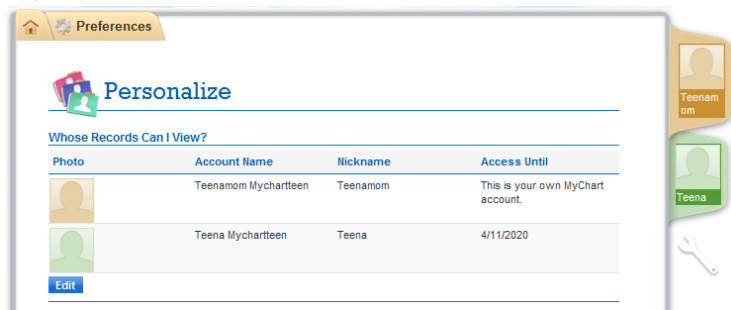


You are now viewing the patient's HUMC MyChart account.



Non-patient Proxy

As a proxy who has never been a patient at HackensackUMC (non-patient proxy), you will access your HUMC MyChart with your own unique username and password but you will only have access to the Preferences tab when you log in.



If you become a patient of HackensackUMC in the future, you will need to request a new MyChart account so that you can view your medical information.

You can use your “patient” activation code to access your medical information but you should also contact the Health Information Department to inactivate your old “Non-Patient” account and transfer over access to any proxy accounts.

Access for Teens (12 - 17 year olds)

If you have access to the HUMC MyChart account of a patient who is 12 to 17 years of age, you will only view their allergies and immunizations.



MyChart for Mobile Devices

Log in to your HUMC MyChart using your Apple or Android device. The MyChart mobile application gives you convenient access to your health information while on the go.

You can:

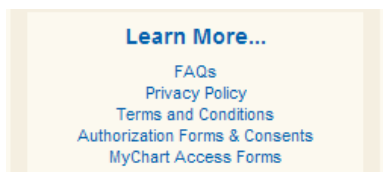
- View test results.
- Send and receive messages.
- View visit summaries for past appointments.
- View health summaries, including allergies, immunizations, current health issues, and medications.
- View preventive care procedures and when they are due.
- Request medication refills.
- Access family members' charts.

From the Apple Store or Google Play, download the “MyChart” app and search for “Hackensack”. The HUMC MyChart app supports iPhone devices with iOS version 6.1 or higher. An HUMC MyChart account must be established before you use the mobile app.



Learn More...

The **Learn More** section of the HackensackUMC MyChart website (www.hackensackumc.org/mychart) contains links to useful information.

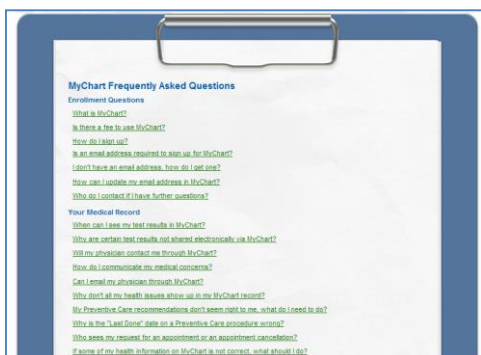


FAQs (frequently asked questions)

The FAQs link will take you to a page where many of your questions about your HUMC MyChart will be answered. Click on a link that takes you to the answer.

You will find information about:

1. Enrollment questions
2. Your medical record
3. Medications
4. MyChart for your family
5. After I enrolled
6. Technical Questions



Privacy Policy

Access the Privacy Policy page to view Hackensack University Medical Center – Notice of Health Information Practices.

Terms and Conditions

The Terms and Conditions page details your rights and responsibilities as a user of HUMC MyChart. Review the information carefully before you first access your HUMC MyChart account.

Authorization Forms and Consents

Some outpatient departments post their authorization/consent forms on the HackensackUMC MyChart website.

You will be given instructions to access these forms if you are a new patient in these areas.

Select a link to download the PDF form. Complete it and bring it with you at your next visit.



Patient Handbook

This HUMC MyChart Patient Handbook can be found on the HackensackUMC MyChart website (www.hackensackumc.org/mychart) under the **Learn More** section.

NOTES:

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