

MyChart is an important tool for your healthcare needs. It is available on both your computer and mobile phone. Below are some steps to take to get started and use MyChart.



## Log in to MyChart

1. Create a log in account at [mychart.hfhs.org/MSUHealthCare](http://mychart.hfhs.org/MSUHealthCare).
2. Download the free MyChart app from the Apple App Store or Google Play.
3. Log in to MyChart with the account you created on the app or at [mychart.hfhs.org/MSUHealthCare](http://mychart.hfhs.org/MSUHealthCare).



Menu

## Update your communication preferences.

1. From the menu button search and select “Communication preferences.”
  - In “Settings” you can turn off communications like email, text, phone, etc.
  - Under “Details” you can choose how you want to receive each message type.
2. Click “Save Changes” at the bottom when you are done.



Visits

## See your upcoming appointments, cancel or schedule them, and more.

1. Select “Visits” to see upcoming and past visits.
2. Select “Schedule an Appointment” to schedule a visit with a doctor you have already seen.
3. From “Schedule an Appointment” select “Video Visit on Demand” when you are sick or injured to see a primary care doctor 24 hours a day, 7 days a week.
4. Use eCheck-in to pre-register for an upcoming appointment. You will be able to update personal information, insurance, and complete questionnaires. This will make service faster at your appointment.



## Messages

### Send your doctor a message and view old messages.

1. Select “Messages.”
2. Select “Send a message” or view older messages.
3. If you are new to MyChart, you may not see your providers until after your next visit.



## Test Results

### View your test results.

1. Select “Test Results.”
2. Choose the test result you want to view.



## Medications

### View your current medications and renew a prescription.

1. Select “Medications” to view your current medicine list.
2. Select “request renewals” to renew a prescription.
3. Remember to contact your pharmacy to refill a current prescription.



## Account Settings

### Security

- In addition to your username and password, you will be asked to enter a code that is sent by email or text message.
- Go to your account settings to update your communication preferences.



## Menu

### Other Features

Use the menu button to search for other features, including but not limited to:

- Billing information
- Share your medical information using the Sharing Hub
- Immunizations

## Access all patient portals.

- Some of your doctors have moved to a new electronic health record.
- You may have more than 1 patient portal for a period of time while our medical record systems are combined.
- Visit [healthcare.msu.edu/patientportal](http://healthcare.msu.edu/patientportal) for more information about other patient portals