MyChart Proxy Access

Proxy access allows parents, legal guardians and caregivers to log into their personal MyChart account and connect to the health information of a patient they represent.

Follow these steps to request access to a minor’s chart.

• Log into your MyChart account with your username and password
• From the Profile menu at the top of the screen select Personalize
• From this screen you can see whose records you currently have access to
• Click Request Access to a minor’s chart
• Complete all of the fields
• When finished click Submit Request

Follow these steps to grant access to your MyChart Account.

• Log into your MyChart account with your username and password
• From the Profile menu at the top of the screen select Personalize
• From this screen you can see whose records you currently have access to
• Click Grant An Adult Access to your record.
• Complete all of the fields.
• When finished click Submit Request.

For MyChart Technical Support, call 775-982-6686.