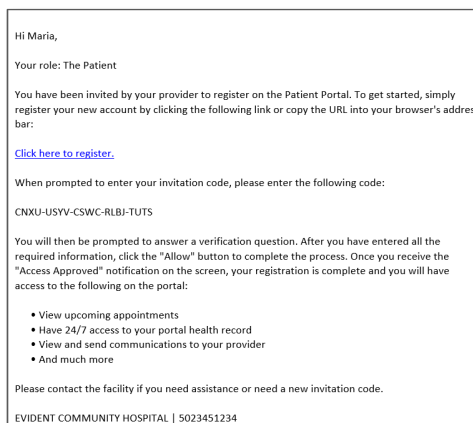


A Patient's Guide: Adding Additional Family Members to a MyCareCorner Registered Account

Additional family members (spouse, children, and/or parents) can be added to a registered MyCareCorner account once a healthcare provider (hospital or clinic) provides the family member with [an email](#) or a [printed copy](#) of the registration invitation for MyCareCorner.

Using the Email Invitation

1. To add the family member to your registered MyCareCorner account, you need an invitation from the healthcare provider. Once you receive the registration invitation for MyCareCorner, click the link in the email.



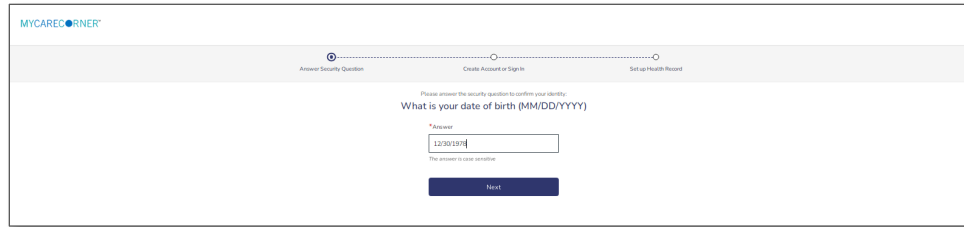
Email Invitation

2. The MyCareCorner page is launched. Click **Continue**.



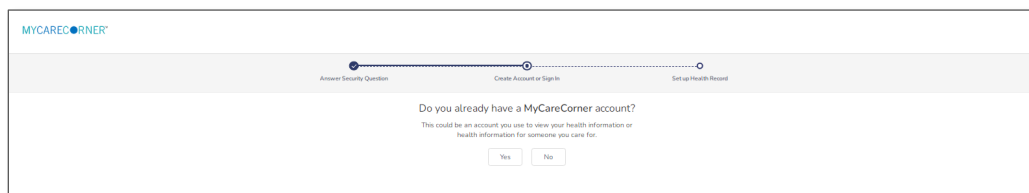
Adding Family Members to Your MyCareCorner Account

- To confirm the identity of your family member, enter the family member's date of birth and click **Next**.



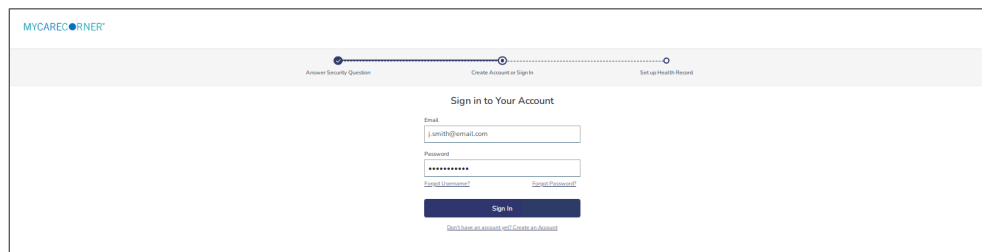
The screenshot shows the 'Answer Security Question' step of the MyCareCorner account setup process. The page title is 'MYCARECORNER'. A progress bar at the top indicates the current step. The main heading is 'Answer Security Question'. Below it, the text reads: 'Please answer the security question to confirm your identity. What is your date of birth (MM/DD/YYYY)'. There is an input field for the date of birth with the value '12/30/19'. Below the input field is a 'Next' button.

- A question is displayed: **Do you already have a MyCareCorner account?** Select **Yes**.



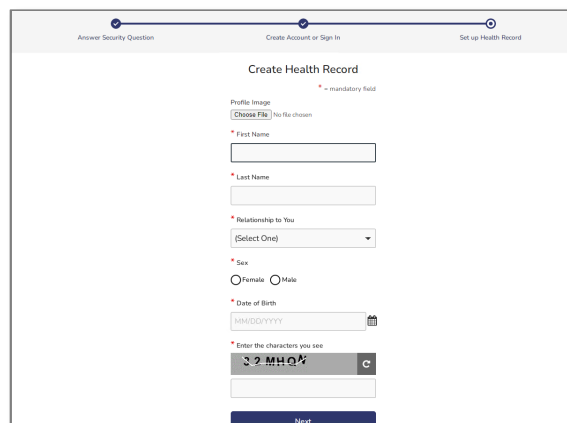
The screenshot shows the 'Do you already have a MyCareCorner account?' screen. The page title is 'MYCARECORNER'. A progress bar at the top indicates the current step. The main heading is 'Do you already have a MyCareCorner account?'. Below it, the text reads: 'This could be an account you use to view your health information or health information for someone you care for.' There are two buttons: 'Yes' and 'No'.

- The Sign in box is displayed. Enter the registered account member's Email and Password and click **Sign In**.



The screenshot shows the 'Sign in to Your Account' screen. The page title is 'MYCARECORNER'. A progress bar at the top indicates the current step. The main heading is 'Sign in to Your Account'. Below it, there are two input fields: 'Email' (with the value 'j.smith@email.com') and 'Password' (with masked characters). There are two links: 'Forgot Username?' and 'Forgot Password?'. Below the input fields is a 'Sign In' button. At the bottom, there is a link: 'Don't have an account yet? Create an Account'.

- On the Create Health Record screen, enter the First Name, Last Name, Relationship to You, Sex, and Date of Birth of the family member's record you are adding.



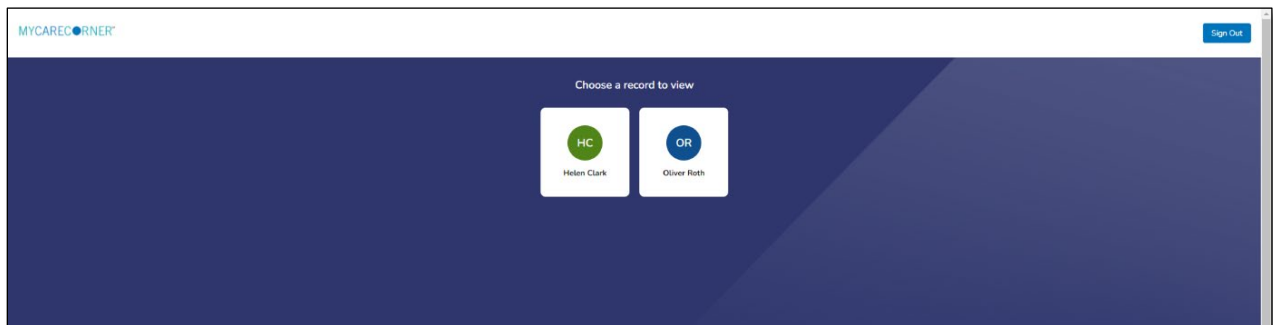
The screenshot shows the 'Create Health Record' screen. The page title is 'MYCARECORNER'. A progress bar at the top indicates the current step. The main heading is 'Create Health Record'. Below it, there are several fields: 'Profile Image' (with a 'Choose File' button and 'No file chosen' text), 'First Name', 'Last Name', 'Relationship to You' (with a dropdown menu and '(Select One)' text), 'Sex' (with radio buttons for 'Female' and 'Male'), and 'Date of Birth' (with a date picker and 'MM/DD/YYYY' text). There is a 'Next' button at the bottom.

Adding Family Members to Your MyCareCorner Account

7. Enter the characters you see in the gray bar in the field provided. Click **Next**.
8. The authorization screen is displayed. Select **Authorize**.

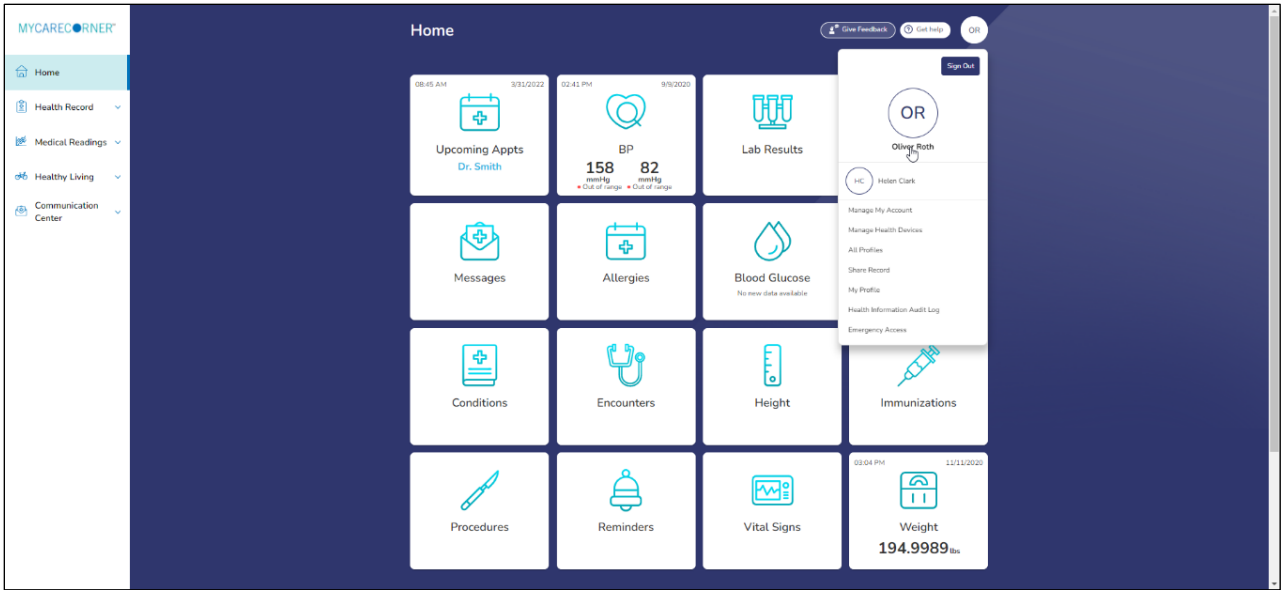


9. The Access Approved screen is displayed. Click **Home**. Now, both records are displayed. Select the record that you'd like to view.



10. Once in a health record, you can switch the view to other records linked to your account. Click the circle with your initials on it (in the upper-right corner of the screen). Other records that you have linked are displayed. Click a name to switch the view.

Adding Family Members to Your MyCareCorner Account



Using the Printed Invitation

1. To add the family member to your registered MyCareCorner account, open your web browser, type the URL from the printed invitation into the address bar, and press **<Enter>**.

Centriq Mercy Complex (A51P)

Patient Name: S, John
Date: 03/15/2022
Patient Portal Registration Process

During your recent visit, you were invited to register with the Patient Portal. To get started, simply register your new account by entering the following URL into your browser's address bar.

<https://login.mycarecorner.net/transferwelcome.aspx?packageid=WTMT-ASHB-FWFD-JECB-ICOO>

When prompted to enter your invitation code, please enter the following code:

WTMT-ASHB-FWFD-JECB-ICOO

You will then be prompted to answer a verification question.

After you have entered all the required information, click the "Allow" button to complete the process. Once you receive the "Access Approved" notification on the screen, your registration is complete and you will have access to view your portal health record.
Note - Invitation code will expire in 30 days.

Printed Invitation

2. The MyCareCorner page is displayed. Click **Continue**.



3. The Identity Code screen is displayed. The identity code should auto-fill into the fields. If not, enter the code from your printed instructions and click **Next**.

MYCARECORNER

Enter the identity code shared with you by MyCareCorner

Identity Code

| | | | | |
|------|------|------|------|------|
| BCBH | ABC0 | MFNQ | OLHT | TUPD |
|------|------|------|------|------|

Note: If you copy and paste the entire code into the first field, it will automatically fill in the other fields.

Next

4. The confirm identity screen is displayed and the remaining steps are the same as having an email invitation. Follow steps 3-12 in the [Using the Email Invitation](#) section.