TIP SHEET





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NM MyChart Mobile Access

Once you have completed the MyChart upgrade on your computer, you will need to update your settings in the MyChart mobile application. If you were previously a mobile app user, this will be the final step to completing your account upgrade.

If you have not used the app before, the following steps can guide you through the process of setting up your access once you download the MyChart app from Google Play or the App Store. The mobile app is not required to access NM MyChart, but will allow you to easily review your health record on your mobile device.

Updating your **Provider** settings on MyChart mobile application

- 1. Complete the MyChart upgrade process on your computer by following the steps provided on mychart.nm.org.
- 2. Open the MyChart application from your mobile device.
- 3. If you see the screen below, follow these steps. Otherwise, go to step 4.
 - iPhone users Tap the **Providers** button at the top left of the screen
 - Android users Tap the "≡" at the top right of the screen, then select Manage Providers

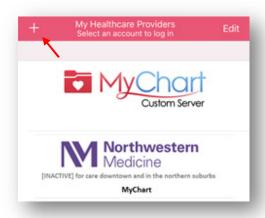
iPhone



Android



- 4. You will see the list of organizations with which you have established an MyChart account. This will include the **[INACTIVE] Northwestern Medicine** option. (Do not select that option.)
- 5. Tap the '+' located in the upper left corner.



6. Select **Illinois** from the list of states (This is preferred over entering information in the search field)

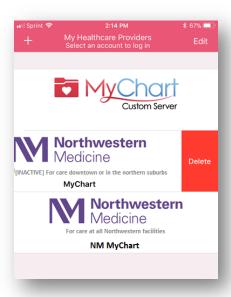


7. Find the entry titled Northwestern Medicine, for care at all Northwestern facilities.



- 8. Once the new provider entry appears on your list of healthcare providers, you can log in to NM MyChart with the information you set up.
- 9. After confirming your login to the active Northwestern Medicine provider listing, remove the [INACTIVE] Northwestern Medicine provider from your application. This will complete the update process.
 - iPhone users Swipe the [INACTIVE] icon to the left, and tap **Delete**.
 - Android users Long press the [INACTIVE] icon, and tap Remove from list.

<u>iPhone</u>



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<u>Android</u>

