To speed up registration on the day of your appointment, please use eCheck-In for your appointment by clicking the link sent to you by text or email or going to mynm.nm.org or the MyNM® app and signing in to your MyNM account. eCheck-In lets you review and update the following information before your appointment:

- Personal information
- Insurance information
- Medications and allergies

You will also be able to make a co-payment (if applicable) and fill out any clinical questionnaires that you would normally complete in the office. Examples of questionnaires include intake forms related to health history or to your scheduled appointment.

**What are the advantages of eCheck-In?**
eCheck-in makes the registration and check-in process easier on the day of your arrival. If all items are complete, your check-in is likely to be contactless and faster. It also gives you more time to carefully complete your information while you are at home.

**Is eCheck-In required?**
No, eCheck-In is not required.

**How does eCheck-In work?**
About 7 days before your appointment, you will start to get reminders that eCheck-In is available. Once you sign in to MyNM you can access eCheck-In by going to Upcoming Visits and clicking the Check In Now button.

Click the green eCheck-In button to begin check-in.
Northwestern Medicine eCheck-In Guidelines (continued)

**Sign required documents**

Several documents may be available to you to review and e-sign. Choose **Review and sign** to complete the process. You may also choose to review and sign the documents later by clicking **Review later**.
Update personal information
Next, you will enter or confirm your personal demographic information. Choose the **Edit** button to update information as needed. Then, click **Save changes** to save your new information. If your information is up to date, check the box by **This information is correct**.
Northwestern Medicine eCheck-In Guidelines (continued)

Verify and update insurance information
Make sure your insurance information and insurance card photo are up to date in MyNM. Click on Update coverage, Remove coverage or Add a coverage to make changes. If your information is correct, check the box by This information is correct.
Review and update your medications
Please review your medications and confirm that the list is up to date. You can add new medications or delete medications you are no longer taking. If you click Report a medication, you can search for medications by name and dosage. If you do not find your medication, you may type it in.
From this screen, you can also add or change your pharmacy information. If your information is up to date, check the box by This information is correct.
**Review and update your allergy information**

Please review the allergies we have on file for you. You can remove an allergy by hovering over the box with the allergy and clicking **Remove**. You can add an allergy by clicking **Report an allergy**. You can search for specific allergies by typing in the name, or you may enter it manually. If your information is up to date, check the box by **This information is correct**.

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### MYNM App

Please review the allergies we have on file. To remove an allergy, hover over the entry and select the red Remove button. To add an allergy, select the Add an Allergy box.

Your clinician will review these updates with you at your next office visit to complete any changes.

You have no allergies on file.

**Report an allergy**

**Submit**

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### MyNM Computer

Please review the allergies we have on file. To remove an allergy, hover over the entry and select the red Remove button. To add an allergy, select the Add an Allergy box.

Your clinician will review these updates with you at your next office visit to complete any changes.

You have no allergies on file.

**Report an allergy**

Submit: **Back**  **Finish later**

Back to the home page
Clinical questionnaires
Based on your medical history, you may have 1 or more clinical questionnaires to complete. These questionnaires may be related to your family health history or other topics as requested by your physician or advanced practice provider. For each questionnaire, fill in your answers and click Submit.
Congratulations! Your eCheck-In is complete.
You will see a confirmation message thanking you for using eCheck-In. The message may also include any additional instructions to prepare for your appointment.