



Lakeridge
Health

MyChart™

User Guide

A quick guide on how to register for a MyChart™ account.

Step 1 – Click on the link provided to you in your email or you may also copy paste the URL: <https://www.mychart.ca/pages/registration/siteSelection.cfm> directly into your web browser. This link will take you to the MyChart™ registration web page.

Step 2 – Please enter the required information on the patient information screen. Only numeric values are required for the health card number (**no version code**).

Please note the PIN information has been provided to you in a separate email. The PIN is valid for 60 days after it has been issued. You may copy and paste the PIN directly from your email into the field or type it in manually. Once you have entered all the information accurately, click 'Next'.

PATIENT INFORMATION

* Required fields

FIRST NAME *

LAST NAME *

DATE OF BIRTH *

 

GENDER *

 

ONTARIO HEALTH CARD NUMBER *



HOSPITAL REGISTRATION PIN *

CAPTCHA *



Finding the code hard to read?

TYPE THE CAPTCHA CODE SHOWN *



NEXT

Step 4 – This screen allows you to enter detailed information including your username and password. After you have entered all the information accurately, please carefully read the user agreement at the bottom of the screen and when you're ready click on 'I AGREE WITH THE TERMS OF USE' and click 'Submit'.

SIGN UP WITH

PATIENT INFORMATION

* Required fields

FIRST NAME*	MIDDLE INITIAL	EMAIL ADDRESS*
<input type="text"/>	<input type="text"/>	<input type="text"/>
LAST NAME*		RE-TYPE EMAIL ADDRESS*
<input type="text"/>		<input type="text"/>
STREET*		PICK A USERNAME*
<input type="text"/>		<input type="text"/>
CITY*		CREATE A PASSWORD*
<input type="text"/>		<input type="text"/>
COUNTRY*		CREATE A PASSWORD*
<input type="text" value="Canada"/>		<input type="text"/>
PROVINCE*		
<input type="text" value="Ontario"/>		
POSTAL CODE*		
<input type="text"/>		
PHONE NUMBER*		
<input type="text" value="1-416-555-5555"/>		
DAY PHONE NUMBER	EXT	
<input type="text" value="1-416-555-5555"/>	<input type="text"/>	

CREATE A PASSWORD* ?

CREATE A PASSWORD*

Password standards

1. Must contain a minimum of 8 characters
2. Must contain at least 1 upper case and 1 lower case letter
3. Must contain at least one numeric character
4. Must NOT contain 2 or more consecutive characters from your user account name

SECURITY QUESTION*
 ?

SECURITY ANSWER*

NEWS AND ANNOUNCEMENTS?

YES NO

SURVEYS AND REQUESTS FOR FEEDBACK?

YES NO

CLINICAL REMINDERS*

YES NO

REVIEW THE TERMS OF USE

MyChart User Agreement

1. Acceptance

It is important that you read all the following terms and conditions carefully. This Terms of Use Agreement ("Agreement") is a legal agreement between you and Sunnybrook Health Sciences Centre ("Sunnybrook"), which is owner and operator of the MyChart website ("Portal") and its participating partners (refer to Appendix A). It states the terms and conditions under which you may access and use the Portal and all written and other materials displayed or made available through the Portal, including, without limitation, articles, text, photographs, images, illustrations, audio clips, video clips, computer software, and links to third party sites ("Content"). By accessing and using the Portal, you are indicating your acceptance to be bound by the terms and conditions of the Agreement. If you do not accept these terms and conditions, you must not access or use the Portal. Sunnybrook may revise this Agreement at any time without notice. Use of the Portal after such changes are posted will signify your acceptance of these revised terms.

2. Portal Description

I AGREE WITH THE TERMS OF USE*

SUBMIT

Step 5 – Once the registration has been successfully completed, you will receive a confirmation message on your screen. Please proceed to sign in to your MyChart™ account with your secure username and password.



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THANK YOU FOR REGISTERING WITH MYCHART™

Please use the button below to go back to home page and Login to MyChart™ using the user id/password you have now created for your account.

[HTTPS://WWW.MYCHART.CA/](https://www.mychart.ca/)

For technical support please contact our support staff via email: lakeridgehealth@mychart.ca or call: **1-833-221-2202**

Please note, the contact information provided above is only for technical support. Please do not share any personal health information in the email or voice message. If you have any questions about test results, contact your healthcare provider directly.

You are able to close your MyChart™ account at any time without any impact to your care. Please contact our support email or phone line.