

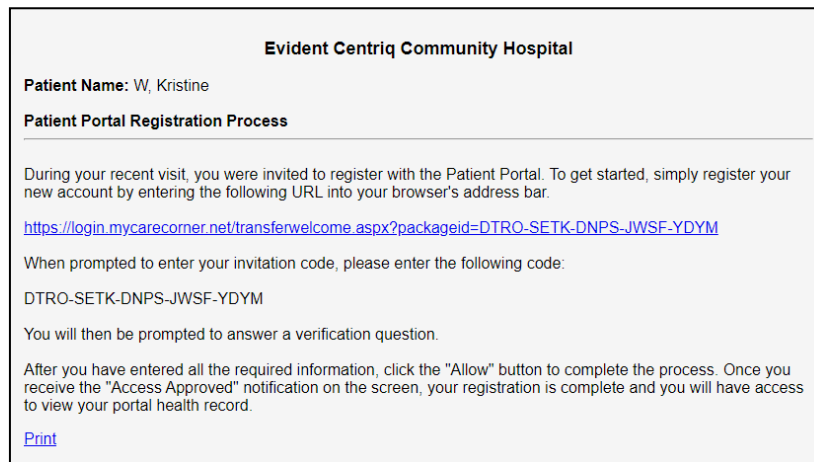
# A Patient's Guide: Adding Additional Family Members to a MyCareCorner Registered Account

## Getting Started

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 instructions for MyCareCorner.

## Using the Email

1. To add the family member to your registered MyCareCorner account, click the link in the email instructions.



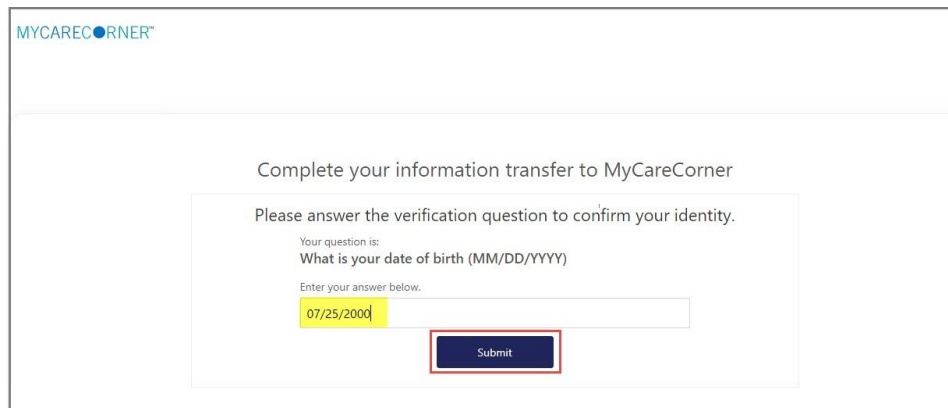
2. The MyCareCorner page is launched. Click **Continue**.



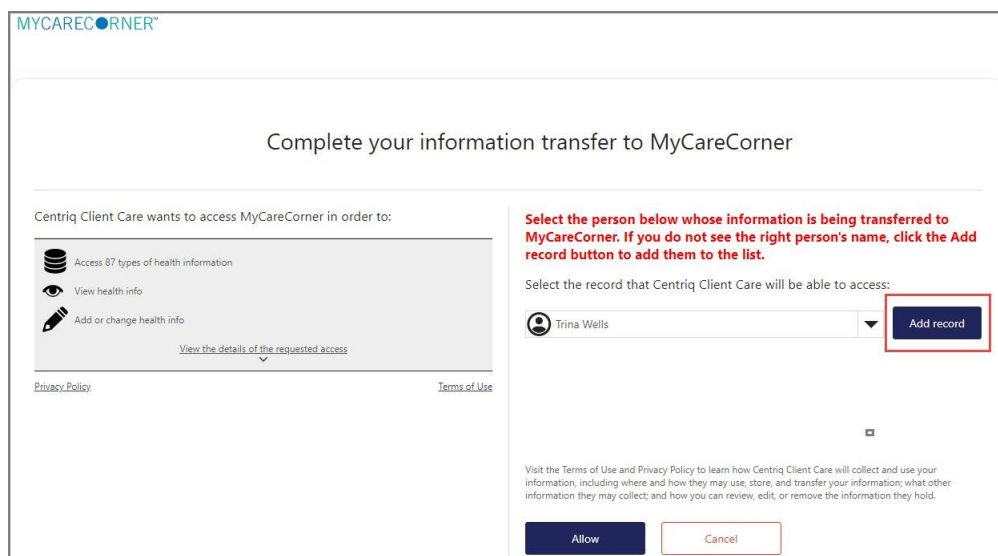
- The MyCareCorner Account screen is displayed. Enter the registered account member's **Email** and **Password** and click **Sign In**.



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



- The Information Transfer page is displayed. To add your family member's record to your account, click **Add record**.



## Self-Registering in MyCareCorner

- On the Create New Record screen, enter the First Name, Last Name, Relationship, Sex, and Date of Birth of the family member's record you are adding. Then, enter the characters you see in the field provided and click **Create**.

MYCARECORNER

### Create New Record

\* = mandatory field

Profile Image  
[Choose File] No file chosen

\* First Name  
Kristine

\* Last Name  
Wells

\* Relationship  
Child

\* Sex  
 Female  Male

\* Date of Birth  
07/25/2000

\* Enter the characters you see  
Kp! j s T  
KnpjT

**Create** Cancel

- The Information Transfer page is displayed. Select the family member's record from the drop-down list and click **Allow**.

MYCARECORNER

### Complete your information transfer to MyCareCorner

Centriq Client Care wants to access MyCareCorner in order to:

- Access 87 types of health information
- View health info
- Add or change health info

[View the details of the requested access](#)

[Privacy Policy](#) [Terms of Use](#)

Select the person below whose information is being transferred to MyCareCorner. If you do not see the right person's name, click the Add record button to add them to the list.

Select the record that Centriq Client Care will be able to access:

**Add record**

Visit the Terms of Use and Privacy Policy to learn how Centriq Client Care will collect and use your information, including where and how they may use, store, and transfer your information; what other information they may collect; and how you can review, edit, or remove the information they hold.

**Allow** Cancel

- The Access Approved screen is displayed. Click **Home**.

MYCARECORNER

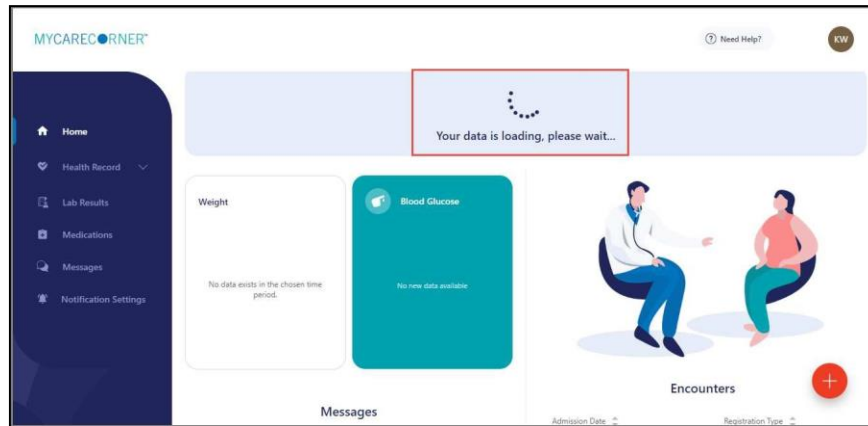
### Access approved

Congratulations! You have completed the steps necessary to exchange information with your provider. Depending on how your provider uses MyCareCorner, they might view information that you add to your MyCareCorner record, or add information to your MyCareCorner record for you to view. Please ask your provider if you have questions about what to do next. You may be able to use apps that work with MyCareCorner to create, view or use health data in your record.

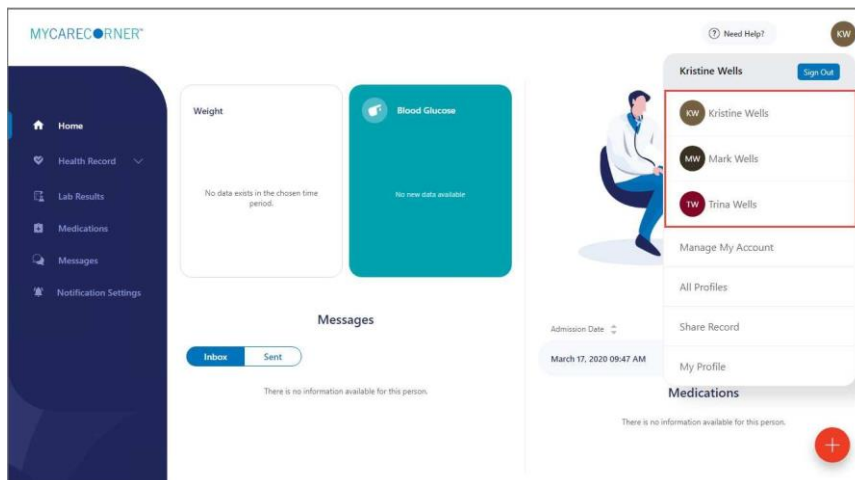
**Home**

## Self-Registering in MyCareCorner

- As the Patient Dashboard is displayed, a **Your Data is Loading** message is displayed. Once the message disappears, refresh your browser and your family member's health record will be displayed.



- To access your record and/or other linked records to your account, click the circle with your family members initials on it (in the upper-right corner of the screen). Then, select the health record you want to access.



## Using the Printed Instructions

- To add the family member to your registered MyCareCorner account, enter the URL from the printed invitation into the browser window.

**Evident Centriq Community Hospital**

**Patient Name:** W, Kristine

**Patient Portal Registration Process**

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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=DTRO-SETK-DNPS-JWSF-YDYM>

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

DTRO-SETK-DNPS-JWSF-YDYM

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.

[Print](#)

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



3. The Invitation Code screen is displayed. Enter the invitation code from your printed instructions. Click **Submit**.

The screenshot shows the "Identity Code" screen. The MyCareCorner logo is at the top left. The main heading is "Complete your information transfer to MyCareCorner". Below this is the "Identity Code" section. A note states: "MyCareCorner needs a special code to get your health information. Please enter the code you were provided. Note: If you copy and paste the entire code into the first field, it will automatically fill in the other fields." Below the note are five input fields containing the characters: DTRO, SETK, DNPS, JWSF, and YDYM. A "Submit" button is located below these fields.

4. The MyCareCorner Account screen is displayed. Enter the Email and Password of the registered account member and click **Sign In**.

The screenshot shows the MyCareCorner account screen. On the left, the MyCareCorner logo is at the top. Below it, there is a "Don't Have an Account Yet?" section with a "Create Account" button. Below that is the "Sign in to Your Account" section, which includes an "Email" field with the value "wellst@email.com", a "Password" field with masked characters, and a "Forgot Password?" link. A "Sign In" button is at the bottom of this section. On the right, there is a large graphic with a dark blue background and a network of white circles and lines. In the center of this graphic is a large circular photo of a smiling family (a man, a woman, and two children). Smaller circular photos of a person at a computer and an elderly couple are also visible in the network.

5. The remaining steps are the same as in the *Using the Email* section. See steps 4-10 above to complete the process.