

# Share My Record

## How do I Share my health record?

Share Everywhere allows patients to temporarily share portions of their health summary.

### Web:

1. Once logged into My Chart, select "Share your record" from the *Quick Links* menu.

Quick Links



Share your record

2. Enter the name of the person or organization you would like to have access to your record, and select "Request Share Code."



### Share Your Health Record

Grant one-time, limited access to the health information you can see in MyChart, including:

Medications

Allergies

Health Issues

Immunizations

The person accessing your record will also be able to write a clinical note to your care team.

Who's accessing your record?

Name

REQUEST SHARE CODE

3. You will receive confirmation on the screen that the record is ready to share with a confirmation code.

You can now share your record!

School Staff can now visit [www.shareeverywhere.com](http://www.shareeverywhere.com) and enter the Share Code below to view your record.

Share the link with the person to view the record

**898-9TBD**

The code expires after 60 minutes.

Share Code will expire in 59:55

Dismiss Share Code

4. Patient D.O.B. and Share Code will be required to view the record.

Share Code ⓘ

898 - 9TBD

Patient Date of Birth

03 / 15 / 2015



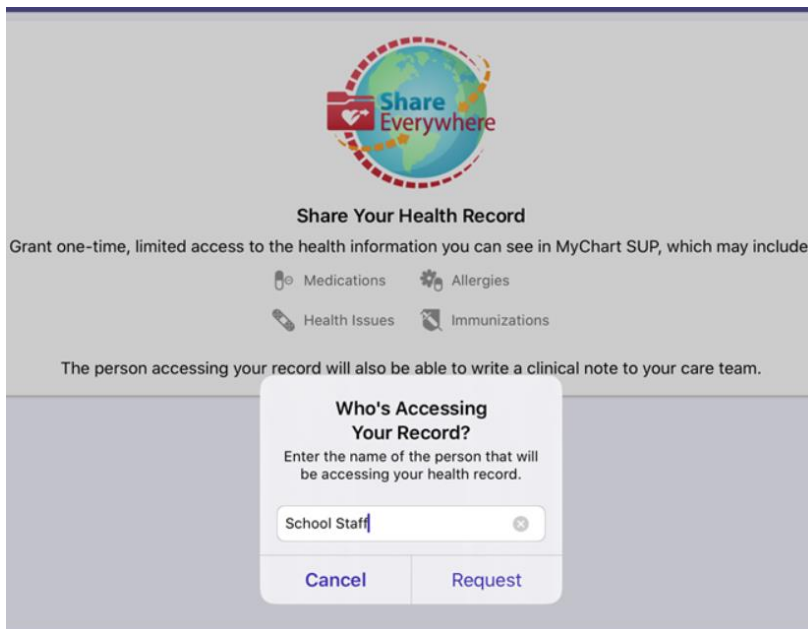
View Record

**Mobile:**

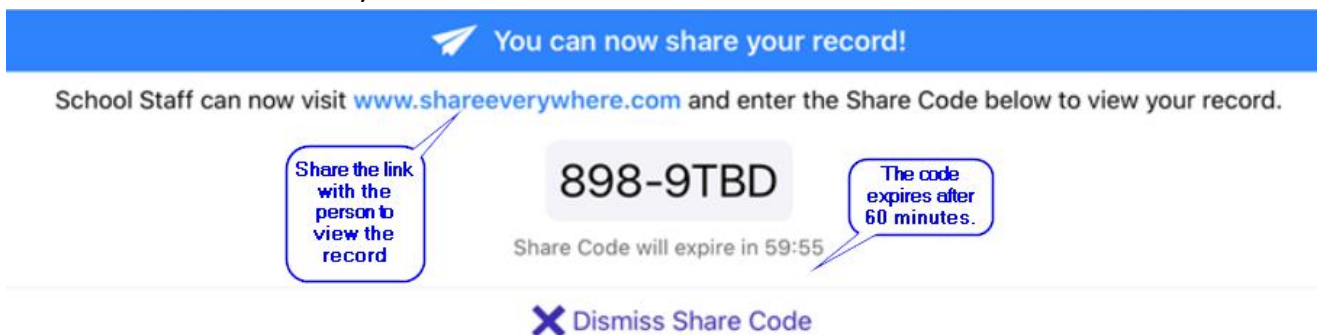
1. Once logged into My Chart, select “Share My Record” and “Request Share Code.”



2. Identify who is accessing the record and select “Request.”




3. Select “You can now share your record.”



4. Patient D.O.B. and Share Code will be required to view the record.

Share Code ⓘ      Patient Date of Birth

898 - 9TBD      03 / 15 / 2015

 View Record

Shared Record will appear as below (for both Web and Mobile access).



4:07 PM Wed Feb 26      shareeverywhere.epic.com

MyChart - Login Page      Service Web Service      Epic UserWeb Sign In      Share Everywhere

**Epic**

**PatientA Zzzpersonalization's Health Information**      Close Chart

This chart was shared by Dad Test on behalf of PatientA Zzzpersonalization. This may not be the complete medical record.      Ver en Español

[View this chart's data conventions.](#)

Health Summary      Test Results      Medical History      Visit Records

School Staff, welcome to Share Everywhere.

Use the menu to view information from PatientA Zzzpersonalization's chart. You can also use the form below to provide a summary of any clinical care that you've provided.

Message the Care Team ▾

This message could be read by anyone with access to this patient's chart. Please include your contact information to ensure continuity of care.

Note that your message will be sent to a general clinical inbox which may not include users that are directly involved with the patient's care.

Your Name: School Staff      Your National Provider ID (Optional) ⓘ

Your Telephone Number

Subject

Message Body

SEND MESSAGE