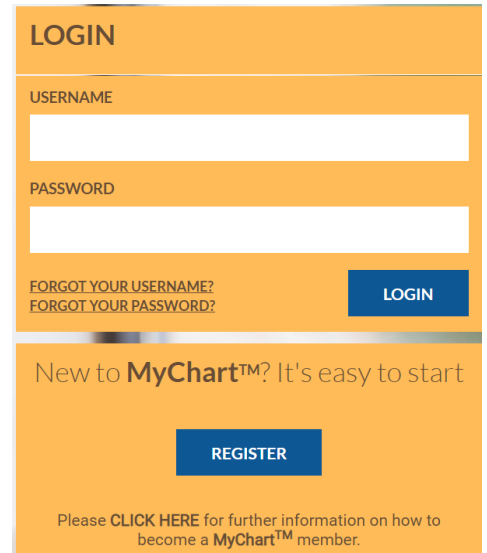


### MyChart Activation Instructions

- After you have signed-up for MyChart and provided your e-mail to the registration staff, please look out for the PIN number in your inbox within **24-36 hours**. If you cannot locate the e-mail in your inbox please check your spam/junk mail as well.
- Once you have received the e-mail with the PIN number, launch your internet browser and in the address bar enter [www.mychart.ca](http://www.mychart.ca). Then, select **REGISTER** on the home screen.
  - The PIN will be active for **10** days. If the PIN expires or to update your e-mail, please contact MyChart Support at **1-833-221-2202** or [mtsinai@mychart.ca](mailto:mtsinai@mychart.ca).
  - The best way to receive support is through the telephone. If support agents are busy helping other patients, please leave a voicemail and you will hear back within 48 hours. TWO attempts will be made to contact you, upon which a message will be left with a ticket number for future reference.



- Search & Select '**Mount Sinai Hospital**'
- Enter your First and Middle Name in the **First Name** field, followed by **Last Name, Date of Birth, Gender, Health Card Number, and PIN** number on the below screen:

- Once you complete your registration, you can sign into MyChart at [www.mychart.ca](http://www.mychart.ca) anytime.

#### SIGN UP WITH MOUNT SINAI HOSPITAL

NOTE: Please input your FIRST NAME and LAST NAME only as displayed on your health card in order for MyChart to recognize your account.  
For general MyChart assistance, please call 1-833-221-2202 or email us at [mtsinai@mychart.ca](mailto:mtsinai@mychart.ca)

#### PATIENT INFORMATION \* Required fields

FIRST NAME\*

LAST NAME\*

DATE OF BIRTH\*

GENDER\*

ONTARIO HEALTH CARD NUMBER Numbers Only  ? OR  ?

MEDICAL RECORD NUMBER (e.g. 12345678)  ?

HOSPITAL REGISTRATION PIN\*

## Instructions on How to Merge Records from Other Partnering Sites to Your MyChart Account

1. Login to your MyChart account
2. Select **'Manage my Account'**
3. Select **'Manage Sites'**
4. Select **'Site'**
5. Click on **'Request Access'**
  - It can take 3-5 business days for the request to be processed

**PERSONAL RECORDS** ▾

**CLINICAL RECORDS** ▾

**OTHER RECORDS** ▾

**MESSAGES** ▾

**SHARE MY RECORDS** ▾

**APPOINTMENTS** ▾

**MANAGE MY ACCOUNT** ▾

EDIT PROFILE

MANAGE SITES

CHANGE PASSWORD

CHANGE USERNAME

**QUICK LINKS** ▾

**MANAGE SITES - REQUEST ACCESS**

You can request access to the following participating sites:  
Please note: Selecting the participating site will request access to view your existing health record information.

REQUEST ACCESS

| PARTICIPATING SITES   | MEDICAL RECORD / IDENTIFICATION NUMBER              |
|---|---|
| <input type="radio"/> Algonquin Family Health Team                  | No Medical Record / Identification Number required. |
| <input type="radio"/> Baycrest                                      | No Medical Record / Identification Number required. |
| <input type="radio"/> Cornwall Community Hospital                   | No Medical Record / Identification Number required. |
| <input type="radio"/> Cottage Country Family Health Team            | No Medical Record / Identification Number required. |
| <input type="radio"/> Couchiching Family Health Team                | No Medical Record / Identification Number required. |
| <input type="radio"/> DHDR  | No Medical Record / Identification Number required. |
| <input type="radio"/> FlowLabs Advanced Laboratory Diagnostics      | No Medical Record / Identification Number required. |
| <input type="radio"/> Futurity Medical                              | No Medical Record / Identification Number required. |
| <input type="radio"/> Hennick Bridgepoint Hospital                  | No Medical Record / Identification Number required. |
| <input type="radio"/> Michael Garron Hospital                       | <input style="width: 100%;" type="text"/>           |
| <input type="radio"/> Muskoka Algonquin Healthcare                  | No Medical Record / Identification Number required. |
| <input type="radio"/> North Muskoka Nurse Practitioner - Led Clinic | No Medical Record / Identification Number required. |
| <input type="radio"/> North York General Hospital                   | No Medical Record / Identification Number required. |

**NOTE:**

- We recommend that you use Google Chrome or Firefox browsers instead of Internet Explorer to view MyChart.
- If you have an existing MyChart account and want to retrieve a lost Username/Password select **“Forgot Your Username?”** or **“Forgot Your Password?”**
- If any information is incorrect or needs an update, please contact MyChart support at **1-833-221-2202** or [mtsinai@mychart.ca](mailto:mtsinai@mychart.ca)