

My e-Chart

UT★Health Services

7000 Fannin, Ste 1620
Houston, Texas 77030
713.500.3267 – Office
713.383.3702 - Fax



ACCESSING YOUR MEDICAL INFORMATION ON-LINE

Welcome to the University of Texas Health Services (UTHS) clinic. Thank you for choosing our health care team to provide services to you and/or your family member(s). To provide more advanced care, you will have access to My e-Chart that includes viewing past or present appointments, requesting appointments, viewing current prescriptions, lab results, allergies, vital signs, health maintenance (immunizations), as well as the capability of sending and receiving messages to/from your health care provider. My e-Chart is not intended for “Web Visits” or new problems. Instead, it will make regular communications more flexible. Within 48 hours of your office visit, you will receive e-mail confirmation for access to your medical records.

Through My e-Chart, you can:

- Request an appointment and ask for referrals
- Check your medication list, medical history and your visits
- Get your lab results quickly
- Email us securely back and forth

We want your records to be complete and correct. Let us know if there’s any problem with your records. Sometimes we may use medical jargon in your records and it can lead to confusion. If something does not make sense, let us know.

Privacy matters. We will never sell/trade/abuse your e-mail address. My e-Chart is protected just like all other interactions with our office. We also think it is important for you to protect privacy on your end, and we recommend that you protect your user name and password to avoid misuse.

We take security seriously, too. Computer networks do have real risks. We use appropriate technologies to protect your health information. We follow all security laws, including HIPAA and HITECH

Bedside manner is complicated via email. It is easy to misread information or emotion. We will try to keep things brief and clear on the Port. We really appreciate your help on that, too. If a message takes a long time to write, it is probably something better done in person at an office visit.

To assure your records are secure and safe all communications are encrypted and HIPAA compliant.

Below are the instructions on how to access My e-Chart:

Type the address below in your web browser

<https://webview.mckesson.com/UTHS/>

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To Log in:

1. Go to the Web page listed above.
2. In the Username Field, type your email address.
3. In the Password field, type the temporary password Texas99\$ and your birth year ie, Texas99\$1922.

This will be an initial password. Once you have logged in you will be prompted to change the password to one of your choice.

NOTE: In the event you lose or forget your password, you will be able to reset your password at the front of the log in page.

4. Click the Login button.

To view your chart information once you log in:

- On the left sidebar menu, click the item you want to view. The information appears in the center of the page.

Continue to next page

Logging out and exiting:

You should always log out of your online chart when exiting, especially if you are accessing the My e-Chart from a shared or public computer.

To Log Out:

- Click the Logout link that appears at the top left side of the page. The login screen will appear, verifying that you have logged out successfully.

WHAT WE NEED FROM YOU

In the event you have lost or forgotten your password, you will have the option to request your password for your account on the front of the login page of My e-Chart. You will be asked a security question and answer. The password will then be sent to your e-mail address.

Indicate below your security question and answer and submit to front desk along with your other registration forms. The question and answer will need to be typed in the password request exactly as

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UTHealth™

The University of Texas
Health Science Center at Houston

you have indicated below. **This form will be returned to you before leaving your office visit. Keep this information in a secure location. If you have forgotten your security question and answer, you will need to call the office at 713.500.3267 to have this reset.**

Security Question: _____ (Example: Favorite dog's name, My mother's maiden name, My father's middle name, etc)

Security Answer: _____ (Example: Fido, Doe, William)