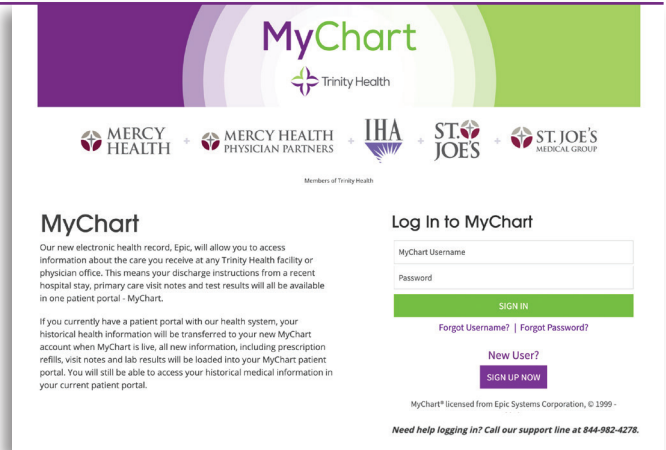


Steps to Activate Your Personal MyChart Account for the First Time

Step 1

- Go to: MyChartTrinityHealthMi.org
- Click the purple Sign Up Now button



Step 2

I DO have an Activation Code:

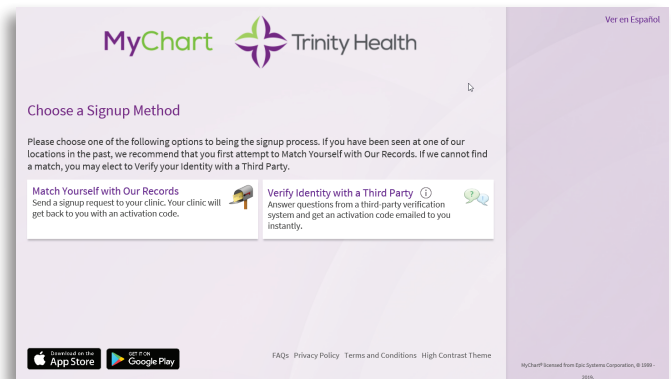
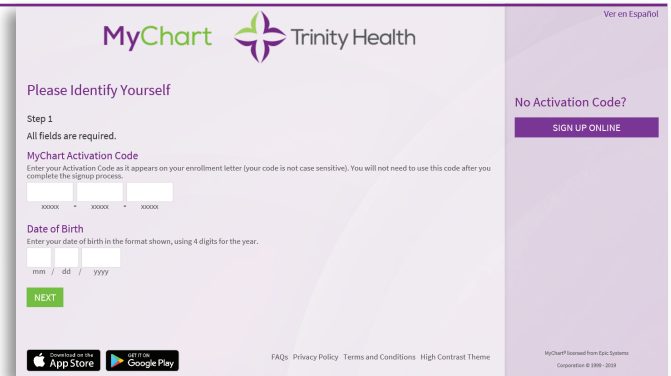
- Enter the Activation Code you received in the letter at your appointment check-in
- Enter date of birth using requested format (mm/dd/yyyy)
- Click on the **NEXT** button and proceed

I DO NOT have an Activation Code:

- Click the SIGN UP ONLINE on the right side of the *Please Identify Yourself* page located under "No Activation Code?" on the *Please Identify Yourself* screen
- Select "Match Yourself with Our Records" and complete the form on the next page.

An Activation Code letter will be sent to the email you've provided. Once received, return to this step and complete the "I DO have an Activation Code" section above.

If you are unable to match with our records, please try the "Verify Identity with a Third Party" option.



Your health provider is a part of Trinity Health, a mission-based health system with 92 hospitals across the nation, which includes eight hospitals, 16 health centers and more than 3,600 physicians in Michigan to deliver quality care.

Mercy Health • Mercy Health Physician Partners • IHA • Saint Joseph Mercy Health System • St. Joe's Medical Group

Members of Trinity Health

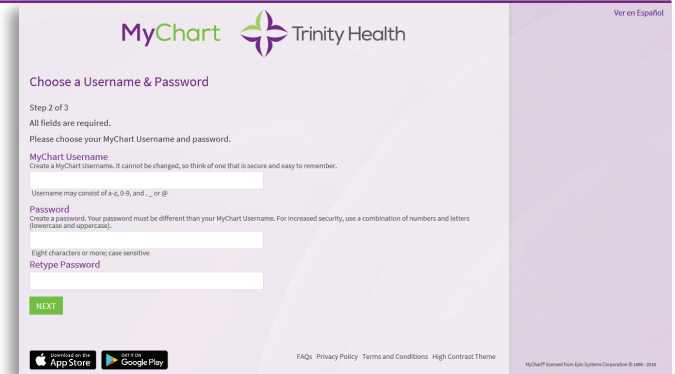
Step 3

- Create a MyChart® ID
 - Must be 8 to 30 characters long and is not case sensitive
- Create a password (must be typed twice)
 - Must be different than your MyChart ID
 - Must be 8 to 30 characters long and is case sensitive
- Choose a security question and create a security answer

For your security and ease of use, select a MyChart ID and a Password that is easy for you to remember and impossible for anyone else to guess.

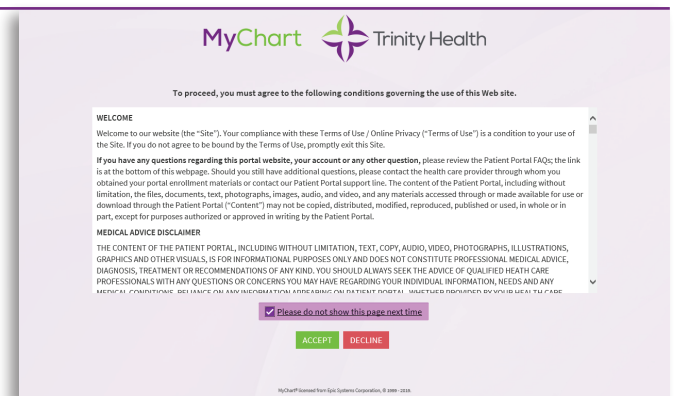
You will need to enter your MyChart ID and Password in the appropriate boxes (see Step 5 below) every time you access your MyChart account.

Note: Do not use your Activation Code as your MyChart ID.



Step 4

- Read the Terms and Conditions
- You must agree to the Terms and Conditions to use MyChart by clicking the **Accept** button
- Terms and Conditions will display each time you log on to MyChart unless you check the box marked "please do not show this page" next time



Step 5

The next time you visit mychart.trinity-health.org, you will enter your MyChart ID and your Password to access your MyChart account.

- Make sure that you save your MyChart ID in a secure place

Note: You can bookmark or add the above URL to your favorites.

