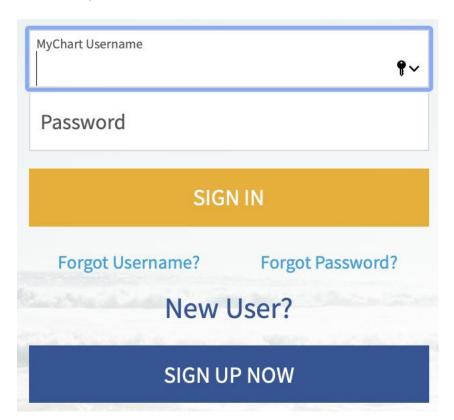
MyChart: Patient Check-in Process

Overview

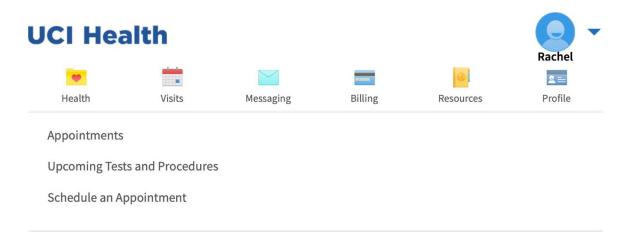
The patient will use the following steps to electronically check-in to their MyChart Video Visit appointment and will also show the patient how to begin the video visit. It is recommended for the patient to check in 30 minutes prior to their scheduled appointment to address any technical issues.

MyChart Check-in (Personal Computer):

- 1. Open a web browser, click on the address bar, and type the following URL:
 - a. https://my.ucihealth.org/uci/
 - b. Press enter/return
- 2. Fill in the MyChart Username and Password fields then click on SIGN IN to proceed.



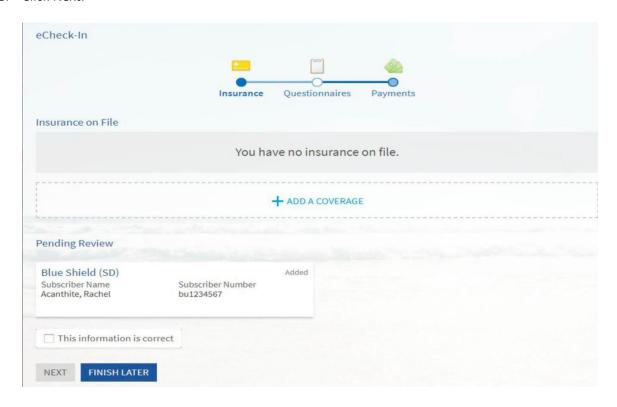
- 3. Hover over the Visits tab with your cursor.
- Click on Appointments.



- 5. Scroll down the page and find the corresponding appointment date, time, and provider.
- 6. Click on ECHECK-IN



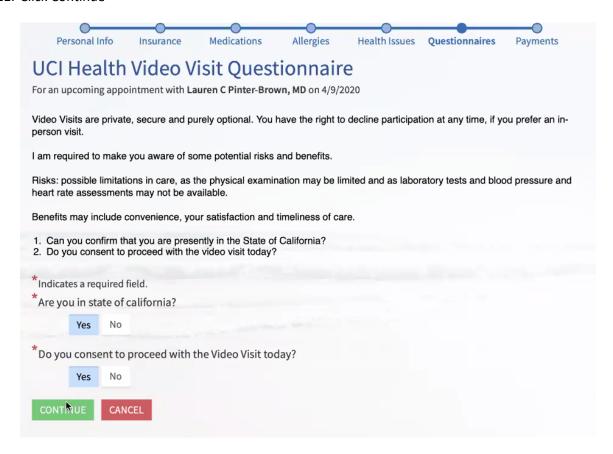
- 7. On the insurance page, your insurance should already be populated in the system. Check the box that says, "This information is correct".
- 8. Click Next.







- 9. Please verify Medications, Allergies, and Health issues.
- 10. On the UCI Health Video Visit Questionnaire you must click yes on the following questions to proceed;
 - a. Are you in the state of California?
 - b. Do you consent to proceed with the Video Visit today?
- 11. Click Continue



- 12. Review your co-payment if applicable.
- 13. On the last page, you will click on BEGIN VIDEO VISIT
 - a. BEGIN VIDEO VISIT will be highlighted green if the e-check in was successful.



- 14. Zoom Cloud Meetings will then populate, and you will be placed in a virtual waiting room.
- 15. You will either see a black zoom screen or you will see a pop-up that states "Waiting For Host". Please wait patiently for the provider to join the call.