

What is proxy access?

Proxy access allows you to securely communicate with a doctor's office on behalf of a family member or person under your care.

- Proxy access is granted once a completed authorization form has been returned and processed.
- You will use your own MyChart account for proxy access to the patient's MyChart. The accounts will be linked when access is given.
- Communication using **MyChart** is for non-urgent matters only.



For MyChart help, speak to a person:

- OHSU Health patients (M-F, 7 am to 6 pm) call

503-494-5252

- AHCG patients (M-F, 8 am to 5 pm) call

541-506-6499

There are many types of proxy access, and we can help you decide the type that is right for you. For help, please contact your clinic.



What are the types of proxy access?

Logging into MyChart for someone else means you are acting as that person's proxy. You can only access MyChart on behalf of someone else if:

- You have their permission, or
- You are their legal health care representative.

MINORS

- Only people with parental rights or legal guardianship of minors can have proxy access to that minor's MyChart account. You can request proxy access to a child's MyChart account at their next clinic visit.
- Proxy access for patients **15 years and older** requires a signed (by patient) [Authorization to Use and Disclose Protected Health Information](#) in OHSU MyChart before access is given.
 - **If your teen or adult family member cannot authorize** your proxy access, please contact their healthcare provider to talk about how you can request access as their healthcare representative.

ADULTS

Patients 18 years or older can give another person proxy access to their MyChart account by completing the [Authorization to Use and Disclose Protected Health Information](#) and submitting it to the front desk staff at their clinic.