Online Health Record Viewing System (EHR)
We are piloting a system that allows you to view your medical record using a personal computer and the internet. Before you can begin using the Online Electronic Health Record (EHR) viewing system, we require you to register and consent to use the system.

What is the Online EHR Viewing System?
The system is a website that allows you to view your medical record over the internet from a PC. It allows you to easily and quickly view the electronic medical information held about you by **Chitra Venkatraman, M.D., P.A.**

The information is presented to you in a format that is easy to navigate

Registering and consenting to use the EHR viewing system
To be able to use the system you must have a PC with a web browser such Internet Explorer (version 7 or later) and have a connection to the internet.

You must also register with the practice and sign a consent form before you start using the system. Before you sign the consent form you should be happy that you understand what the system does, what your responsibilities are and how your data is protected. When you have had enough time to understand this you should consent by signature and hand the consent form to your receptionist.

Once you have consented, you will be issued 3 items that you must remember to allow you to access the system from any PC.

Your Health Information Is Protected

Any data held by the practice concerning you is subject to strict regulations.

Privacy and security safeguards are in place to protect your paper and electronic health information.

■The same privacy protections that apply to your paper records also apply to your electronic health records. The Health Insurance Portability and Accountability Act of 1996 (HIPAA) Privacy Rule, a federal law, requires your health care providers and health plans to give you a Notice of Privacy Practices to inform you how your information may be used and shared, as well as how you can exercise your rights under the HIPAA Privacy Rule. These rights include the right to see or get a copy of your health records.

■With electronic health records, the HIPAA Security Rule, a federal law, sets national standards to ensure that your health information in electronic form is secure. These standards include access controls, like tracking who accesses your health information and password protections.

■EHRs have an "audit trail" feature, which generally records who accessed your information, what changes were made, and when.

The consent is between you and **Chitra Venkatraman, M.D.,P.A**.

How do I access the Online EHR Viewing System?
You must first register to access the system. After you give your consent, the office will email you a registration link to your preferred email address. After you complete the registration process, follow the steps below to access SeeYourChart.

1. **Access the Internet from any computer**

2. **Go to: seeyourchart.com**

3. **Enter your:**
   - **Username**
   - **Password**
   - **PIN**

What can I see on the Online EHR viewing system?
The system allows you to view the following areas of your medical record:
   - Upcoming appointments.
   - Clinical summary that gives you the most important and recent entries in your health record.
   - Allergies.
   - Medications.
   - Results showing all investigations such as lab results, blood pressure etc.

Why have an Online EHR viewing system?
There are many reasons to provide you with access to your medical information. A few of them are listed below:
   - ❖ We want to develop a culture of openness, honesty and trust; to ensure that patients have the information they need to make informed choices; and to enable patients to become equal partners with health care professionals in making decisions about treatment and care.

   - ❖ This practice believes that it is important for improved patient care and educating patients so that they are involved in their healthcare as much as possible

Advantages to you, the patient:
No queuing to get results

You can check the accuracy of your medical record

It empowers you to become more involved in your medical care

How will other people be prohibited from seeing my record?
To view your online EHR you have to identify yourself with username, passwords and PINs that only you know. Unless you reveal this information to someone else you will be the only person able to access your medical record via the online system.

What if I find an error in my medical record or if I see someone else's medical information?

If you find any errors or missing information in your medical record you should discuss it with our staff. If you see someone else's medical information, you should immediately exit from the system and inform the practice staff.

What if I don't want to register to use the SeeYourChart System?
If you do not want to register to use the SeeYourChart System you can still use all the practices' services exactly as before. Your decision not to register will not affect your treatment or your relationship with your physician in any way.

If you refuse, simply select "I do not consent / I refuse to register" on the consent form; sign and date the consent form and give it to one of our professionals.

REMEMEBER TO LOGOUT FROM THE SYSTEM WHEN YOU ARE FINISHED.

Online EHR Viewing System Consent Form

I have read and understood the information leaflet about the Online EHR Viewing System and subject to the information in that leaflet.

☐ I consent to Chitra Venkatraman, M.D., P.A. enabling me access to my electronic health record via the internet and will like to register to access the SeeYourChart system.

I further agree to use the system in a responsible manner in accordance with all instructions given to me by Chitra Venkatraman, M.D., P.A. and to immediately report any errors I encounter whilst using the system. If I see any patient data which does not relate to me I will immediately log out and report the matter to Chitra Venkatraman, M.D., P.A.

REMEMEBER TO LOGOUT FROM THE SYSTEM WHEN YOU ARE FINISHED.

☐ I do not consent to Chitra Venkatraman, M.D., P.A. enabling me access to my electronic health record via the internet and refuse to register to access the SeeYourChart system.

_____   _____   _____   _____
Patient's Name (Print clearly)   Patient's Signature   D.O.B.   Date/Time

Email: _____

Office use only
_____

_____   _____   _____   _____
Witness Name   Witness Signature   Credentials   Date/Time