

## **Patient Portal Registration Instructions**

Using your provided Patient Portal Registration Letter or Email follow the steps below for accessing our Patient Portal Page and complete your registration. If you did not receive your Patient Portal Registration Letter please check your Junk or Spam folder in your email, otherwise to request a new copy you can contact our Patient Portal Help Desk at (906)293-9269.

Follow these steps to register you portal user account

- 1. On the MyCareCorner sign-in page click the Create Account button
- 2. Enter your information as requested (Name fields must match your legal name in order to match your patient records)
- 3. Complete the required fields, read and agree to the Terms and Conditions.
- 4. Click Create Account at the bottom of the left hand browser pane.
- 5. Enter your invitation code from your Patient Portal Registration Form or Email, click submit.
- 6. Answer the verification question, click submit.
- 7. Once the completion screen is displayed you will need to click Allow to ensure your electronic health information from the Hospital is displayed in the portal.
- 8. Click the Home button to view your patient Dashboard.

With our Hospital Portal (MyCareCorner), you will have access to:

- Medical Records: Retrieve Summary of visits
- Lab Results: View detailed lab results and history
- Medication: View your medication list
- Education: access hundreds of patient education articles covering numerous topics
- Family Accounts: Manage accounts for dependents through the account owner's profile

For registration trouble shooting, contact our Patient Portal Help Desk at (906) 293-9269.