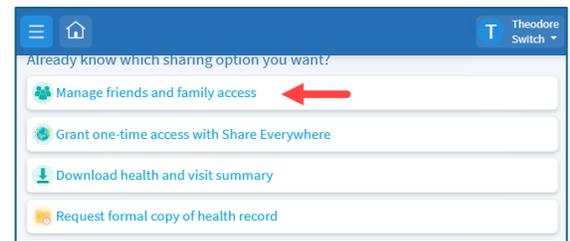


MyChart - Requesting Proxy Access

If you do not have an Alameda Health System MyChart account: Go to <https://www.my-ahs.org/> and select **Sign Up Now** to create a new account

Request Proxy Access:

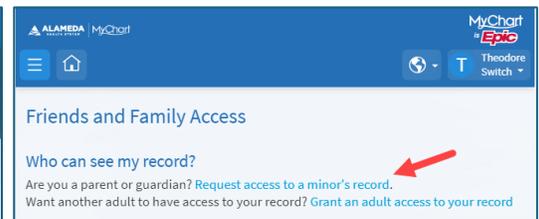
- Once an account is created, go to the Alameda Health System MyChart website or the MyChart App and **Sign In**
- Once Signed In, select **Menu**
- Scroll down to the **Sharing** section and select **Sharing Hub**
 - or you can search for **Sharing Hub**
- Scroll down and select **Manage friends and family access**



Mobile View



Web View



- Select **Request access to a minor's record**
- Complete the required fields indicated by the red *
- Certify that you have the legal right to this minor's medical information by checking the box
- Select **Submit Request**

Note: HIM (Health Information Management) usually reviews the request within 3 days and will call you if additional information is needed.

MyChart Website

