# MyHealth – Reviewing Clinical Documentation

### Quick Reference Guide

Applies to:	Island Health patients and families enrolled in and using MyHealth patient portal.
Purpose:	To learn how to view and download clinical documentation in MyHealth.

**MyHealth** 

The MyHealth portal provides patients with access to view certain clinical documents released to their portal accounts. Island Health has approved 12 initial document types that will be available starting April 27, 2022, with more anticipated to be added in the future.

### **Please note:**

- Information viewed or printed from MyHealth represents a point-in-time copy of information available at that time and may not reflect a complete representation of all your results; i.e., the document may be updated after you print it, so please refer to the portal for most up-to-date version.
- Some Island Health clinical documentation may not display, as providers may choose not to release their notes to the MyHealth portal. To obtain a copy, follow the Freedom of Information process outlined <u>here.</u>
- At this time, MyHealth released clinical documents have a publishing delay of eight (8) hours once they are signed.

# **Viewing your Clinical Documentation**

## To view your documents:

1. In the **Dashboard**, click the **Health Record** downward-pointing arrow.



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- 2. Select Clinical Documentation.
  - The **Clinical Documentation** window will appear with a list of clinical documents available for your review that will display from most recent to oldest.
- 3. From the document list, click the document title you wish to review. It will open in another tab.
- 4. To view a group of similar documents, click the note type arrow to apply a filter (see screen shot below for the available filters)
- 5. For additional information, refer to the grey box to the right of the screen.
- 6. Click View More at the bottom of the grey box to view the current list of *Note Types* available.

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MyHealth		Viewing health record for Frosted Flake Pathnet	Clinical documentation, available in MyHealth, is from your Island Health electronic health record.     Certain documents are available from April 27,	
<ul> <li>★ Dashboard</li> <li>Frequently Asked Questions</li> <li>E Health Record</li> <li>▲ General Laboratory</li> <li>▲ Microbiology</li> <li>★ Imaging Reports</li> <li>▲ Pathology</li> <li>✓ Clinical Documentation</li> <li>② Messaging</li> <li>✓ Appointments</li> <li>✓ Patient Submitted Forms</li> </ul>	^	Note Type Clinical Notes - All Discharge Summary - To Portal Discharge Summary Date Created: Apr 26, 2022 Respirology Consult - To Portal Consult Note - Clinical Note Created Date Created: Apr 21, 2022		<ul> <li>2022 onwards (select Vew More at the bottom of the side panel to see the list).</li> <li>In some cases, a provider may choose not to release a document they authored to MyHealth. To obtain a copy, follow the Freedom of Information process outlined here.</li> <li>WyHealth released documents will display from most recent to oldest.</li> <li>Clinical documents have a publishing delay of 8 hours which is indicated by a "Pending until" notification. If a document a modified after being published, it will not be viewable for an additional 8 hours.</li> <li>Documents viewed or printed from MyHealth represent a point-in-time copy of information available at that time and may not reflect any updates made to the document after it was viewed and/or printed.</li> <li>If you have any questions or concerns about the interpretation of content in your clinical document:</li> <li>Contact your Specialist or Family Doctor (Primary Case Provider)</li> </ul>
	~	Respirology Consult - To Portal     Download       Consult Note - DynDoc Created     Date Created: Apr 21, 2022		
	~	Internal Medicine Consult - To Portal Med Student Authored Consult Note Date Created: Apr 21, 2022	Download	Call HealthLink BC at 811; or     Access HealthLink BC at 811; or     Access HealthLink BC online at HealthLinkBC.ca     If you believe any of the information in your record is     Inaccurate:
		Admission Note-Provider - To Portal Admission H & P Date Created: Apr 20, 2022	Download	Contact Health Information Management at MyHealth@islandhealth.ca.     If you experience any technical difficulties, please call MyHealth Help Desk at 1-800-249-1024 (toll free)
Frosted Flake Pathnet			< Previous Next >	View More 6

#### **Available Filters**



#### **Available Document Types**

Clinical note types available: 6 a • Admission Note-Provider • Cardiology Consult • Discharge Summary • Gastroenterology Consult

**MyHealth** 

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- General Surgery Consult
- Internal Medicine Consult
- Nephrology Consult
- Operative and Discharge Note
- Operative Report
- Orthopedic Consult
- Procedure Note
- · Respirology Consult

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# **Downloading or Printing your Clinical Documentation**

Your MyHealth account allows you to download your clinical documentation and save them to your computer. You can also print your documentation if you want to.

### To download/print your documentation:

1. Click the **Download** button next to the report you want to download or print.



**MyHealth** 

2. Save and/or print the document, as required.

**Note:** If you download or print a copy of your documentation to your local computer, Island Health has no ability to control, nor has any legal responsibility for, the security of any copies of documents you download from MyHealth.

## **Need Help?**

If you see something concerning in your report that you need help understanding:

- Contact your specialist or family doctor (primary health provider)
- Call HealthLink BC at 811
- Access HealthLink BC online at <u>HealthLinkBC.ca</u>

If you believe any of the information in your record is inaccurate:

• Contact Health Information Management at <u>myhealth@islandhealth.ca</u>.

If you experience any technical difficulties, please call MyHealth Help Desk at 1-800-249-1024 (toll free).

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