

Upload Transfer Records In MyHealth

Patients with providers in Internal or Family Medicine can now upload their transfer records from outside organizations through a questionannaire feature in their MyHealth account. Documents uploaded through this questionnaire will be filed and sent to the Atrius Health Medical Records team.

NOTE: For Pediatric patients, please go to the Messages activity in MyHealth and send transfer records as attachments to your Care Team.

How do I access the questionnaire to upload my records?

- 1. Log into your MyHealth account.
- 2. Go to the Menu button and select Questionnaires.

Menu	
Q Search the menu	ages 🛛 Test Results
My Record	^
🔆 COVID-19	cords
🔁 Visits	
👗 Test Results	s from other organiza
🚴 Medications	nts please go to the M
💌 Health Summary	
🔽 Plan of Care	
🐑 Preventive Care	ocument
Questionnaires	
🕹 Upcoming Tests and Procedures	

- 3. Once in the Questionnaires activity, you should see Upload Transfer Records.
- 4. Click anywhere on the highlighted area below to be taken to the questionnaire.

MyHealth Online	
😑 Your Menu 🔋 Visits 🖂 Messages 👗 Test Results 💰 Medications	
Questionnaires	ē
Optional Questionnaires	
Referral Request	Not yet answered $ ightarrow $
Authorization to Complete Forms or Provide Letters to Third Parties	Not yet answered $ ightarrow $
Upload Transfer Records	Not yet answered $ ightarrow $
Request a New PCP	Not yet answered $ ightarrow $

5. Click on **Add a document** to upload your records.



- 6. Once your documents are uploaded, you can click on **Continue** to view your submission, or click **Finish** Later to save and complete at a different time.
- 7. Click **Submit** to finish and send your records.