

Adolescent (12-17 Years Old) MyChart at NYU Langone Proxy Access Request and Authorization Form

Requirements and Procedures

- Parent or individual requesting access must have parental or legal guardianship rights.
- Parent/Guardian Authorization Form must be complete and signed.
- The proxy will only have access to the Allergies, Immunizations and Messaging features on behalf of the patient.
- The proxy must have his/her own MyChart at NYU Langone account because the patient’s chart will be accessed through the proxy’s MyChart at NYU Langone record.

I understand that:

- MyChart at NYU Langone is intended as a secure online source of confidential medical information.
- **MyChart at NYU Langone is not to be used in an emergency.**
- Use of MyChart at NYU Langone is voluntary and I am not required to authorize proxy access.
- I must select a confidential password to maintain my password securely and change my password if I believe it may have been compromised in any way.
- If I share my MyChart at NYU Langone ID and password with another person, that person may be able to view my or my child’s health information, as well as information about any adult who has authorized me as a MyChart at NYU Langone proxy.
- If I have proxy access, I must log in to my own MyChart at NYU Langone account and click on “View Other Records” to access another patient’s record.
- MyChart at NYU Langone contains selected, limited medical information from a patient’s medical record and is not the complete medical record.
- My activities within MyChart at NYU Langone may be tracked by computer audit and entries I make may become part of the medical record.
- Access to MyChart at NYU Langone is provided by NYU Langone Medical Center as a convenience to its patients and that NYU Langone Medical Center has the right to deactivate access at any time for any reason. A child’s access to online medical information is terminated when all parent/legal guardian access is terminated.
- Parent/Legal Guardian access to a child’s record is terminated when:
 - Child or parent/legal guardian submits a request or revokes online
 - Child turns 18 years old
 - Child advises and provides evidence to NYU Langone Medical Center of his/her emancipated status
 - Parent/parent or parent/child access disputes cannot be resolved
- Communications on behalf of your child must be sent through MyChart at NYU Langone from your child’s record. Responses will be received in your child’s record. MyChart at NYU Langone email alerts will be sent to the email address entered in the child’s record.

Completing this form will establish a MyChart at NYU Langone record for the patient and proxy. Return completed forms to your provider’s office or to _____.

If you already have a MyChart at NYU Langone account, you will receive a MyChart at NYU Langone message when access to the additional patient’s record is available, typically 5 to 7 business days after completed request and authorization form is received.

PATIENT TO BE ENABLED FOR PROXY ACCESS:

Name: _____ Date of Birth: _____ Email: _____

Address/Phone #: _____ / _____

PROXY (PARENT/LEGAL GUARDIAN): I am requesting access to the medical information available on MyChart at NYU Langone for the patient named above and agree to abide by the above terms and conditions of MyChart at NYU Langone and all other terms and condition viewable online within MyChart at NYU Langone.

Name: _____ Date of Birth: _____ Email: _____

Address/Phone #: _____ / _____

_____/_____/_____

Proxy Signature Relationship to Patient Date