

FollowMyHealth ADULT PROXY Authorization Form

Adults who help manage the medical care of another adult can access the online health record of the patient, if the patient or legal representative of the patient authorizes. (See reverse for details.) Ridgeview’s hospitals and clinics provide this access through a proxy account in FollowMyHealth. Once enrolled for access, you will receive an email invitation from noreply@FollowMyHealth.com to activate your account. If you do not see the invitation within 72-hours, please check your Junk or Spam folder. If you have questions or need assistance, call toll free 1-844-686-3497, for 24/7 technical support.

Patient	Full Name:		
	Address:		
	City:	State:	ZIP:
	Date of Birth:	Phone #:	
	Email:		

Please complete the section below for each individual requesting proxy access to the patient’s account designated above.

Proxy 1	Proxy 1’s Name:		Proxy 1’s Date of Birth:
	Proxy 1’s Address, City, State and ZIP:		Proxy 1’s Relationship to Patient:
	Proxy 1’s Email address:		Proxy 1’s Phone #:
Proxy 2	Proxy 2’s Name:		Proxy 2’s Date of Birth:
	Proxy 2’s Address, City, State and ZIP:		Proxy 2’s Relationship to Patient:
	Proxy 2’s Email address:		Proxy 2’s Phone #:
Proxy 3	Proxy 3’s Name:		Proxy 3’s Date of Birth:
	Proxy 3’s Address, City, State and ZIP:		Proxy 3’s Relationship to Patient:
	Proxy 3’s Email address:		Proxy 3’s Phone #:

By signing below, I authorize Ridgeview to invite proxy access to my personal health records to the individual(s) listed above in FollowMyHealth, for online access to my/named patient personal health records.

Signature of patient/legal representative*	Legal representative's authority to sign <small>(parent, guardian, health care power of attorney, etc.)</small>	Date

* Authorized representative may be required to submit copies of legal documents supporting his/her authority to act on a patient’s behalf.
(See information on reverse)

To help Ridgeview protect your health information, please bring completed form and your picture ID with you to Ridgeview.

FOR OFFICE USE. Completed form needed in all instances.

<input type="checkbox"/> Identification of proxy verified	<input type="checkbox"/> Activation code communicated to proxy	<input type="checkbox"/> Proxy invitation(s) sent from FMH Dashboard
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Submit to Medical Records (Hospital) or FollowMyHealth dashboard users (Clinic).





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Requirements for online access to a patient's medical records:

- Individual requesting access must have signed consent from the patient's legal representative.
- Authorization form must be completed and signed.
- Each individual requesting access must have his/her own FollowMyHealth account.

I understand that:

- I must have a FollowMyHealth account.
- I must log in to FollowMyHealth with my own username and password to access a patient's online record.
- I agree to abide by the terms and conditions on the FollowMyHealth site.
- **FollowMyHealth is not to be used in an emergency.**

Access to a patient's record will be revoked when the patient or physician submits a request to revoke online access. Ridgeview reserves the right to revoke access to medical information at any time. Communications to Ridgeview clinics on behalf of the patient must be sent from the patient portal, and responses will be received via the patient's portal. FollowMyHealth patient portal alerts will be sent to the email address entered in the patient's record.

When signed into another person's online medical record, you will see "Hello [First Name]" in the links at the top of the screen, alerting you that you are viewing their record. This will serve as a visual indication that you are in the proper record.

You will receive a FollowMyHealth Invitation Email with instructions on how to create a patient portal account. If you do not activate your account within 60 days after receiving your Invitation Email, your invitation will expire. Please promptly activate your account.

Support: Call toll free 1-844-686-3497 for any questions you have about how to access or navigate within the patient portal.

A copy of this information is available upon request.

Terms of service are available on the FollowMyHealth site and will be emailed to you once you complete your account activation.