


FollowMyHealth MINOR PROXY Authorization Form

Ridgeview’s hospitals and clinics provide parents with online access to their child(ren)’s personal health records through a proxy account in FollowMyHealth. (See reverse for details.) Once enrolled for access, you will receive an email invitation from noreply@FollowMyHealth.com to activate your account(s). If you do not see the invitation within 72 hours, please check your Junk or Spam folder; if you need assistance, call toll free 844-686-3497, for 24/7 technical support.

Parent/ Guardian 	Full Name:		
	Address:		
	City:	State:	ZIP:
	Date of Birth:	Phone #:	
	Email Address:		

Please complete the below section for each child under the age of 12.

Child 1	Child’s Name:	Date of Birth:
	Child’s Address, City, State and ZIP: <input type="checkbox"/> Same as above	Relationship to Child:
Child 2	Child’s Name:	Date of Birth:
	Child’s Address, City, State and ZIP: <input type="checkbox"/> Same as above	Relationship to Child:
Child 3	Child’s Name:	Date of Birth:
	Child’s Address, City, State and ZIP: <input type="checkbox"/> Same as above	Relationship to Child:

By signing below, I authorize Ridgeview to invite me and the above named child(ren) to enroll in FollowMyHealth, for online access to personal health records.

Signature of patient/legal representative*

Legal representative's authority to sign
(parent, guardian, health care power of attorney, etc.)

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 sent from FMH Dashboard
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Submit to Medical Records (Hospital) or FollowMyHealth dashboard users (Clinic).

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FollowMyHealth MINOR PROXY Information

Requirements and Procedures

Parents/legal guardians can have access to their children's (**ages 0-11**) electronic health records through a proxy account in FollowMyHealth. At this time, parents of children **ages 12-17** are not able to access their children's electronic records through FollowMyHealth; state legislation protects children in this age range, and, to uphold these laws, Ridgeview has restricted online access. Parents *are* able to request copies of their children's medical records from Ridgeview by completing a medical release form.

Requirements for online access to a minor patient's medical record:

- Parent or individual requesting access must have legal guardianship rights
- Authorization Form must be completed and signed
- Each parent or 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 the minor patient's online record.
- When a minor turns 12 years old, no new information will be added to his/her FollowMyHealth online record; previous information will be available.
- 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 minor patient's record is removed when:

- Parent/guardian submits a request or revokes online
- Child advises Ridgeview of his/her emancipated status
- Parent-parent or access disputes cannot be resolved

Communications to Ridgeview clinics on behalf of the patient must be sent from the patient portal and responses will be received in 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 records, 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 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.*