

Instructions for PROXY (parent/caregiver) viewing a minor child's records:

- 1) Login to your FMH account
- 2) Click on the proxy's name (this will be the default view as the parent has the authorization of the child's account until the age of 18) at the top and choose the child whose records you wish to view



- 3) Click on the My Health tab



- 4) Once you click on the My Health Tab, you will see Immunizations

The screenshot shows the 'Immunizations' page. At the top, there are tabs for 'Summary', 'Conditions', 'Medications', 'Allergies', 'Immunizations', 'Results', 'Vitals', and 'Documents'. The 'Immunizations' tab is selected and highlighted in pink. Below the tabs is the 'Immunizations' section with a table of records. An orange arrow points to the 'Immunizations' tab.

Series	Immunization	Date	Status
Diphtheria, Tetanus Toxoids and Pertussis (DTaP/Td/Tdap)	DTaP	01/16/2017	Received
Hepatitis B	Hep B pediatric/adolescent	03/15/2016	Received

From this screen, you can print the immunization record but please note: it will not have Center City Pediatrics Logo/Letterhead, it will print with Follow My Health log

- 5) To print, click the Send button on the right hand side



- 6) A message will pop up and ask you to click print (it's a system disclaimer)

Print



PLEASE NOTE: You are authorizing the transfer of a copy of information from your personal health record to a printer, external storage device (e.g., USB drive) or to a third party at the address or fax number provided. This transmission is unencrypted. If you wish to encrypt please use the "Export" option from the My Health > Summary tab to send via encrypted Email. Once you click "send", "print" or "download", Allscripts does not have control over, and is not responsible for, how that information is used or subsequently disclosed.

Print Cancel

- 7) It will then open into a new window on your current web browser
- 8) Select your printer and print
- 9) Here is a preview of what the document looks like:
(if this does not suffice, follow instructions on how to print the immunization record sent from Center City Pediatrics in the documents section of the child's portal)



Name: Amanda Test
Date of Birth: 14-Mar-2016
Gender Identity: Female

Immunizations

Name	Date	Status	Source
Hep B pediatric/adolescent	3/15/2016	Active	Center City Pediatrics
DTaP	1/16/2017	Active	Center City Pediatrics

DISCLAIMER: This information is supplied from the patient's medical record via a patient portal. The medical provider is listed as the source. Items with a source of 'Patient-Entered' were added by the patient. This record may not be complete or up to date, and should not be used for providing medical advice. For an official copy of the individual's medical record, the patient (or custodian) must contact their medical provider.

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