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INSTRUCTION TO ACCESS PATIENT CHART:

1. Type <u>www.universalehr.com</u> in address box of Internet Explorer (IE) hit Enter.

Ø	Universal	Electronic Health Record: Home - Windows Internet Explorer
G	•	www.universalehr.com
2.	Click a	at "Patient Click Here To Log In" button
		Patient-Self
	F	Patient Click Here to Log In

3. Login page will appear for you to fill out :

Clinic	HEALTHCARE SYSTEMS 2000S	•
Last Name		
First Name		
Date Of Birth MM/DD/YYYY		
Last 4 Digits of Social Security #		
Email:		
Password		
	SUBMIT CANCEL	

- a) Last Name: Type in your last name, Example: pham (case is not sensitive). hit Tab key
- b) **First Name**: Type in your first name, Example: binh (case is not sensitive). hit Tab key
- c) **Date of Birth**: Type in your Date of Birth, make sure using format "MM/DD/YYYY", Example : 03/09/1954 .(Typing 3/9/1954 is not correct). Hit Tab key.
- d) Last 4 digits of SSN: Type in Last 4 digits of SSN, (Confirm with our staff to make sure your SSN was registered in your Echart) hit Tab key.
- e) **Email**: Type in your Email, (Confirm with our staff to make sure your Email address was registered in your Echart) hit Tab key.
- f) **Password**: Type in your PT Chart ID (If you don't know your PT chart ID, ask our staff and write it down). Hit Tab key.
- g) Click "SUBMIT" Button, After validate, Your chart will be displayed