

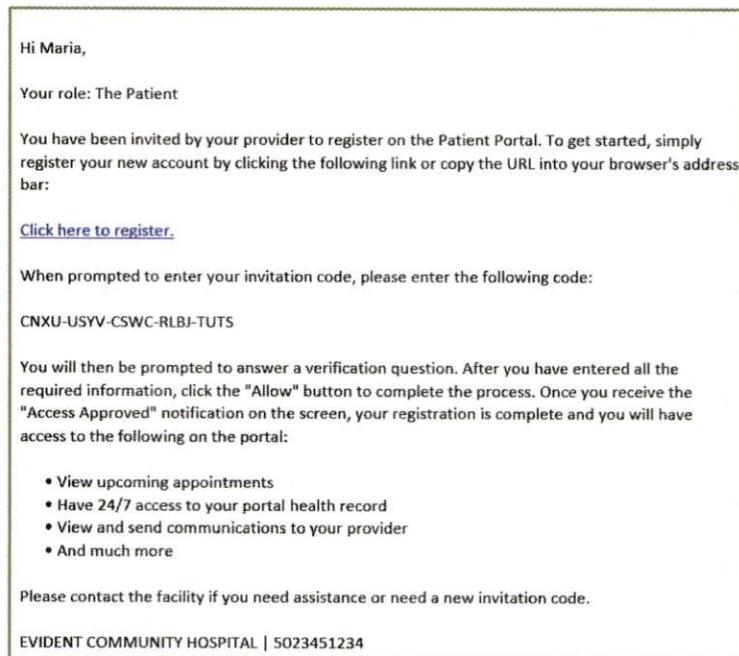
*If you have questions, please call (641) 622-2720.*

## **Adding Additional Family Members to a MyCareCorner Registered Account**

Additional family members (spouse, children, and/or parents) can be added to a registered MyCareCorner account once a healthcare provider (hospital or clinic) provides the family member with an email or a printed copy of the registration invitation for MyCareCorner.

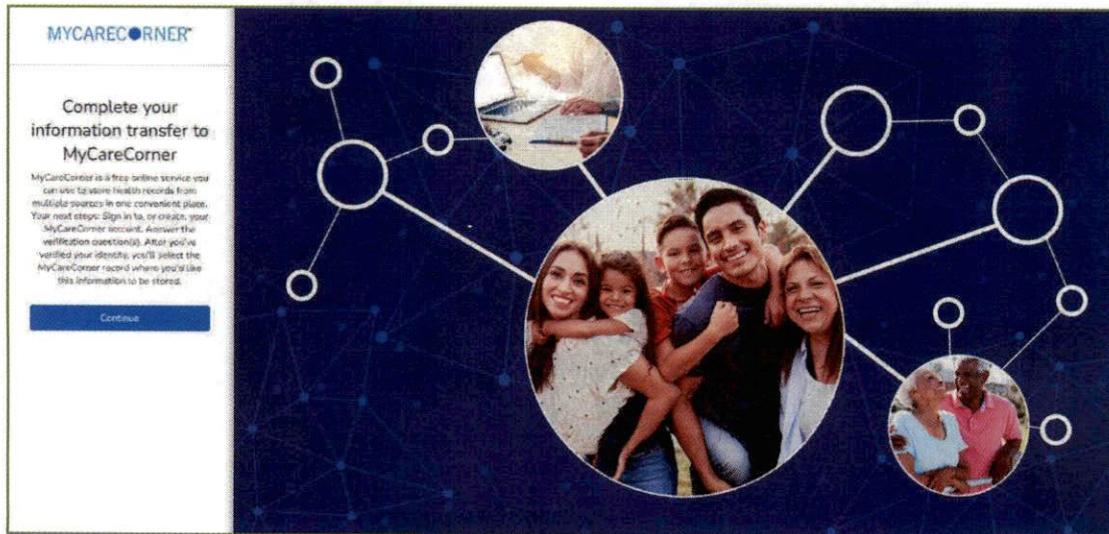
### **Using the Email Invitation**

1. To add the family member to your registered MyCareCorner account, you need an invitation from the healthcare provider. Once you receive the registration invitation for MyCareCorner, click the link in the email.



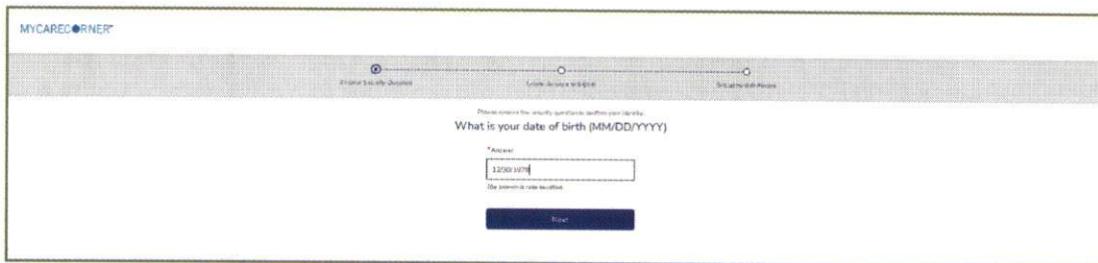
*Email Invitation*

2. The MyCareCorner page is launched. Click **Continue**.



*If you have questions, please call (641) 622-2720.*

3. To confirm the identity of your family member, enter the family member's date of birth and click **Next**.



MYCARECORNER™

Answer Security Question

Enter Account Details

Set up Health Record

Please answer the identity questions to confirm your identity.

What is your date of birth (MM/DD/YYYY)?

\* Answer:  
12/20/1979  
(The answer is case sensitive)

**Next**

4. A question is displayed: **Do you already have a MyCareCorner account?** Select **Yes**.



MYCARECORNER™

Answer Security Question

Create Account or Sign In

Set up Health Record

Do you already have a MyCareCorner account?

This could be an account you use to view your health information or obtain information for someone you care for.

**Yes** **No**

5. The Sign in box is displayed. Enter the registered account member's Email and Password and click **Sign In**.



MYCARECORNER™

Answer Security Question

Create Account or Sign In

Set up Health Record

Sign in to Your Account.

Email:  
lsmith@outlook.com

Password:  
\*\*\*\*\*

Forgot Password

**Sign In**

Don't have an account? Create an account

6. On the Create Health Record screen, enter the First Name, Last Name, Relationship to You, Sex, and Date of Birth of the family member's record you are adding.



Answer Security Question

Create Account or Sign In

Set up Health Record

Create Health Record

Profile Image  
Optional

First Name

Last Name

Relationship to You  
Select One

Sex  
Female Male

Date of Birth  
12/20/1979

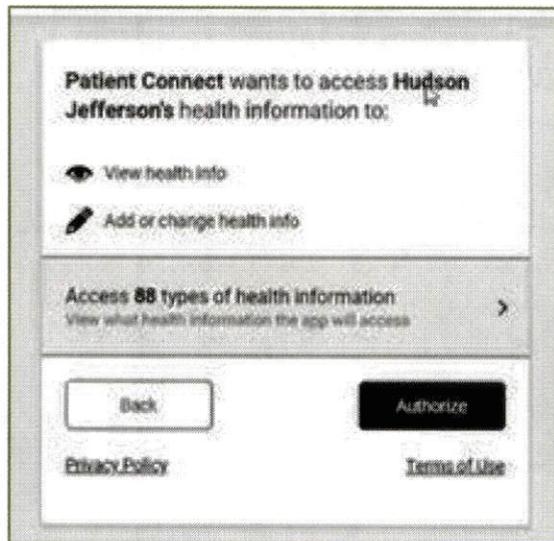
Enter the characters you see  
3-2 MU 07

**Next**

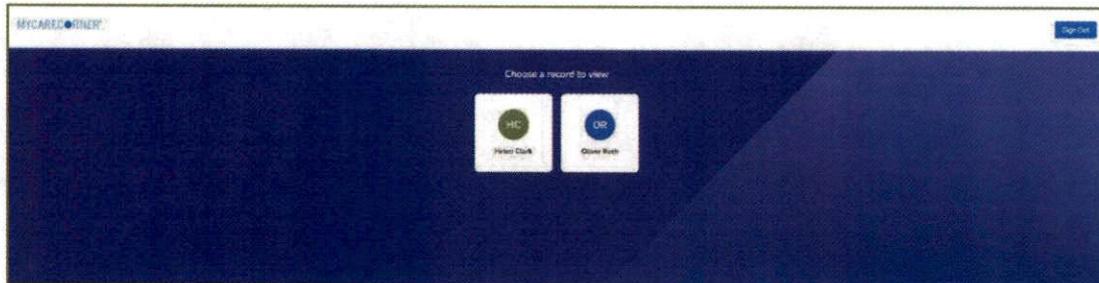
If you have questions, please call (641) 622-2720.

7. Enter the characters you see in the gray bar in the field provided. Click **Next**.

8. The authorization screen is displayed. Select **Authorize**.



9. The Access Approved screen is displayed. Click **Home**. Now, both records are displayed. Select the record that you'd like to view.



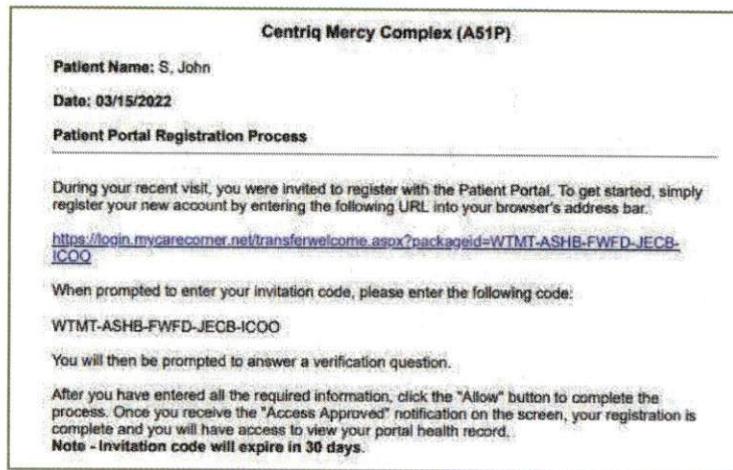
10. Once in a health record, you can switch the view to other records linked to your account. Click the circle with your initials on it (in the upper-right corner of the screen). Other records that you have linked are displayed. Click a name to switch the view.



If you have questions, please call (641) 622-2720.

## Using the Printed Invitation

1. To add the family member to your registered MyCareCorner account, open your web browser, type the URL from the printed invitation into the address bar, and press <Enter>.



*Printed Invitation*

2. The MyCareCorner page is displayed. Click **Continue**.



3. The Identity Code screen is displayed. The identity code should auto-fill into the fields. If not, enter the code from your printed instructions and click **Next**.



4. The confirm identity screen is displayed and the remaining steps are the same as having an email invitation. **Follow steps 3-12 in the Using the Email Invitation section.**