



## SELF-ENROLLMENT OPTION

If you want to skip the email invitation process, then choose the convenience of our MyCompass Self-Enrollment option instead. If you are an existing Fort HealthCare patient (over the age of 14), you can gain access to your MyCompass account at any time.

**MyCompass is an online portal where you can view your medical information and connect with your health care team. [HERE'S HOW:](#)**

**STEP 1:** Select the "Self-Enrollment" option from the [FortHealthCare.com/MyCompass](http://FortHealthCare.com/MyCompass) web page.

**STEP 2:** Be prepared to enter your name, date of birth, and Patient ID or MRN (medical record number) in the online form. This step is done to verify who you are and take steps to make sure you are the only one accessing your personal health information through the portal. The way you enter your name in the online self-enrollment form must be spelled the exact way we have your name listed in our records (i.e. hyphenated, spelling, use of a nickname).

Your Patient ID or MRN can be found on your discharge document from the clinic or hospital. If you don't have a discharge document, you can get your MRN over the phone by calling our Health Information Management (HIM) department at the hospital (**920-568-5188**). A member of our HIM team will ask you a few questions to verify your identity first.



**STEP 3:** After you enter your information, our system will run an automated check to match your unique record with the information you provided. After confirming the search result is correct and after you agree to our online terms of use, you will need to complete the last step required to enroll in MyCompass.

**STEP 4:** The last step is to connect with MyCompass by creating a Cerner Health account. The enrollment form you filled out first verified your identity. Creating a Cerner Health account gives the MyCompass portal permission to access your records from our secure server.

To create a Cerner Health account, you will need to be prepared to enter your first and last name, a valid email address, and your date of birth. This information **MUST** match the information you entered at self-enrollment screen.

If you don't own or control the computer you're using, turn on "private browsing" to protect your personal health information.

**STEP 5 (optional):** Then don't forget to download your mobile app, HealthLife, which gives you the same access to your health record as the desktop computer version.

**It's that simple! Upon completion of the self-enrollment process, you will be all set with direct, 24/7 access to your personal electronic health record. Go to [FortHealthCare.com/MyCompass](http://FortHealthCare.com/MyCompass) to log in.**

With MyCompass, you can manage many of your healthcare issues securely at any time and from any location. Send messages to participating providers, request prescription refills, review test results, request new appointments, keep track of your immunization and screenings history, and review much of your personal health information whenever you need to.



HealthLife

