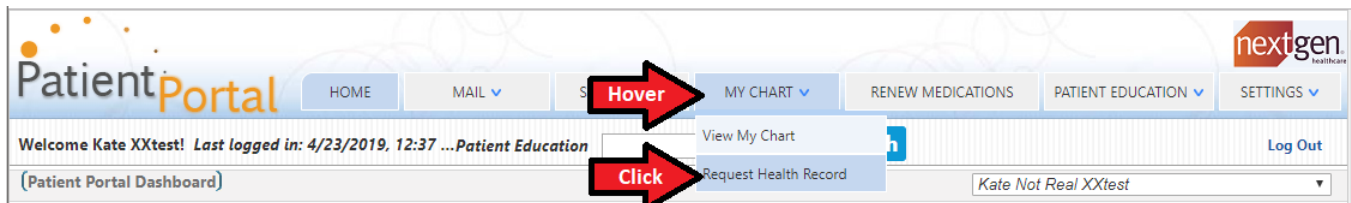




The following steps will guide you through updating your Personal Health Record (PHR) on the patient portal. Your PHR includes lab results and medications.

1. Open your Internet browser.
 - a. Internet Explorer, Safari, Chrome or Firefox.
2. Navigate to <http://www.nextmd.com> .
3. Login.
4. On the top menu bar, *hover* your mouse cursor over **“MY CHART”**.
5. *Click* **“Request Health Record”**.



6. On the next screen there are 2 options:
 - a. Select Practice & Patient
 - i. As needed, choose “Edward M. Kennedy Community Health Center”.
 - b. Select Chart Date
 - i. As needed, choose “All”.
7. Click **“Submit”**.
 - a. You will see a message indicating that “Your request has been successfully submitted”.

Request Personal Health Record

1) Select Practice and Patient
Please select the medical practice and the person on which behalf the request will be sent to the practice.

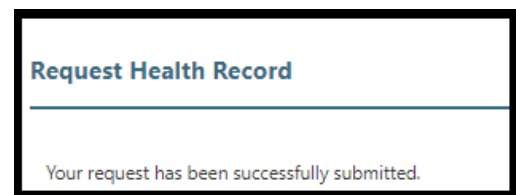
*Practice: Edward M Kennedy Community Health Cent ▼

2) Select Chart Date
Please select the medical practice and the person on which behalf the request will be sent to the practice.

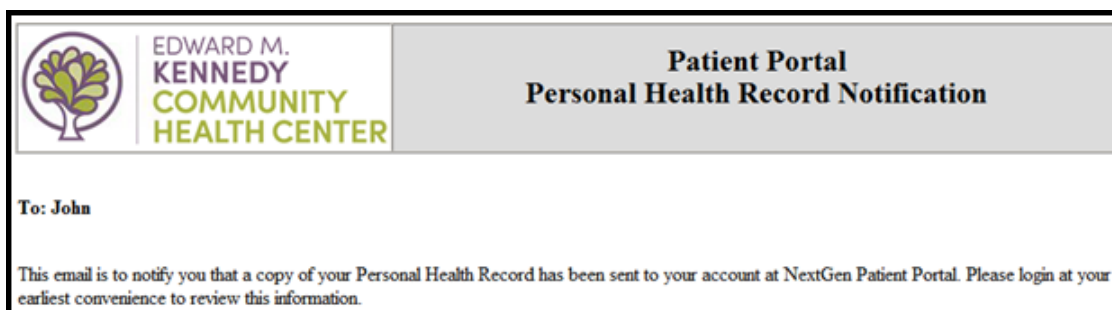
* Chart Date: All ▼

This is only a summary of your health information.
If you have any questions, please contact your medical team at 800-853-2288.

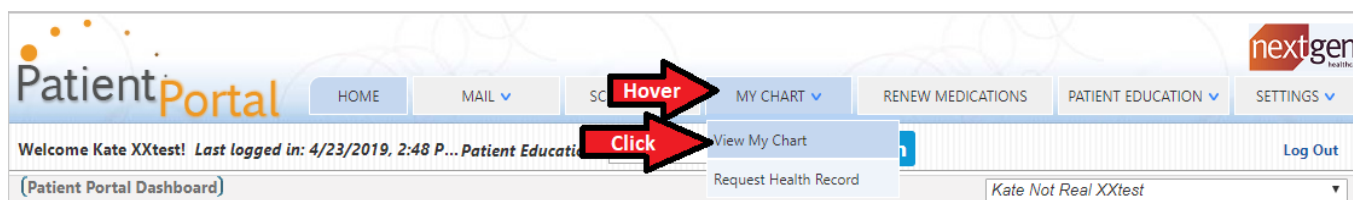
Submit



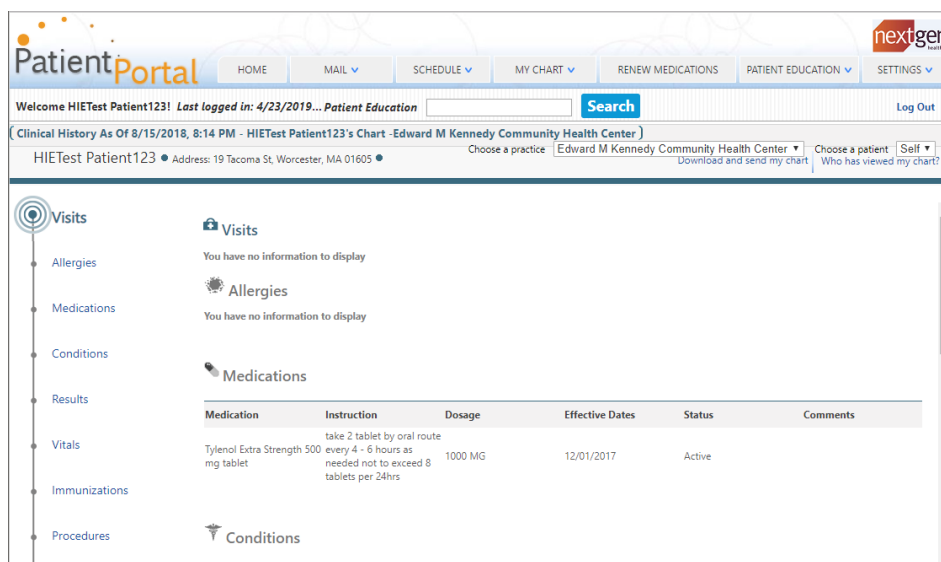
8. The request will take up to 30 minutes to process. Once your health record is ready, you will receive an e-mail to notify you.



9. After receiving notification that your Personal Health Record is available, follow steps 1-3 from above, to log into your patient portal.
10. On the top menu bar, *hover* your mouse cursor over "**MY CHART**".
11. *Click* "**View My Chart**".



12. You should now see an overview of your records, rather than individual encounters or visits.



For additional assistance, visit <https://www.nextmd.com/OnlineHelp> or contact us at 508-595-0727.