



Parental Access to the Online Medical Record of a Patient 13 to 17 Years Old

Requirements and Procedures

For children who are 13-17 years old, a birth parent or legal guardian can access the online medical record with the child's consent. With the consent of a parent or legal guardian, children 13-17 years old can access their own online record.

Requirements for accessing a child's record:

- Birth parent or individual requesting access must have legal guardianship rights
- Parental authorization form must be completed and signed
- Each parent or individual requesting access must have their own eGuthrie account or a eGuthrie account will be established for them by Guthrie staff

I understand that:

- I must have a eGuthrie account or an account will be established for me
- I must log in to eGuthrie with my own User ID & Password
- I must click on 'View Other Records' to access my child's medical information
- I agree to abide by the terms and conditions of the eGuthrie site
- **eGuthrie is not to be used in an emergency**

Birth Parent/Legal Guardian access to a child's record is revoked when:

- Birth parent/legal guardian or child submits a request or revokes online
- There is a change in legal guardianship status
- Child turns 18 years old
- Child advises Guthrie of his/her emancipated status
- Parent/parent or parent/child access disputes cannot be resolved

If all parent/legal guardian access to online medical information is revoked, the child's eGuthrie access will also be revoked. Guthrie reserves the right to revoke online access to medical information at any time.

Communications on behalf of your child must be sent from your child's eGuthrie record and responses will be received in your child's record. eGuthrie email alerts will be sent to the email address entered in the child's eGuthrie record.

If you already have a eGuthrie account, you will receive a eGuthrie message when access to the patient's record becomes available, typically 5 to 7 business days after completed authorization form is received.

If you do not have a eGuthrie account, you will receive a eGuthrie Activation Letter with instructions on how to create one. If you do not activate your account within 30 days after receiving your eGuthrie Activation Letter, your child's account will be inactivated. Please promptly activate your account.



**Parental Access to the Online Medical Record of a Patient 13 to 17 Years Old
Parental Authorization Form**

Please enter **Child's** information below:

Child's Name: _____ Guthrie Medical Record #: _____

Address: _____ Last 4 digits of Social Security #: _____

Date of Birth: _____ Gender: _____ Male _____ Female

To be notified when new messages about your child's care are sent to eGuthrie, please list an email address:

As a parent, you can request your child to have access to his/her online medical record. I am requesting that my child have access to their online medical record: _____ Yes _____ No
Note: If yes, complete required signatures on the next page.

Please enter **Birth Parent/Legal Guardian** information below:

Parent Name: _____ Guthrie Medical Record #: _____

Address: _____ Last 4 digits of Social Security #: _____

Date of Birth: _____ Gender: _____ Male _____ Female

Former Name(s) - e.g. maiden name: _____

Relationship to patient: _____ Birth Parent _____ Adoptive Parent _____ Legal Guardian _____ Other

If Other, please specify _____

Note: Access to child's online record is only available to birth/adoptive parents or individuals with legal guardianship.

Do you (parent/legal guardian) have an active eGuthrie account? _____ Yes _____ No _____ Don't Know

I have read and understand the requirements and procedures for accessing my child's medical record information online as provided on page one of this document titled, Parental Access to the Online Medical Record of a Patient 13 to 17 Years Old. I certify that I am the birth parent or legal guardian of the child listed above and that all information I have provided is correct. I hereby request access to my child's online record.

Date

Birth Parent/Legal Guardian Signature

Date

Witness Signature



I agree to allow my birth parent/legal guardian, named above, online access to my medical information currently available and that may become available as a result of future medical care. I understand I may revoke this access at any time.

Date

Patient Signature

Date

Witness Signature

Parental Access to the Online Medical Record of a Patient 13 to 17 Years Old

Patient:

As the patient, I understand that:

- I have a eGuthrie account or an account will be established for me
- I must log in to eGuthrie with my own User ID & Password
- To protect the privacy of my health information, I will not share my User ID and Password with anyone
- To have eGuthrie access for myself, I must consent to at least one parent/legal guardian having eGuthrie access to my account
- I agree to abide by the terms and conditions on the eGuthrie site
- When I turn 18, parent/legal guardian access will be terminated
- **I recognize that eGuthrie is not to be used in an emergency**

I have read and understand the requirements and procedures for accessing my medical record information online as provided on page 1 of this document titled, Parental Access to the Online Medical Record of a Patient 13 to 17 Years old. I hereby request access to my online medical record.

I agree to allow my birth parent/legal guardian, named above, online access to my medical information currently available and that may become available as a result of future medical care. I understand I may revoke this access at any time.

Date

Patient Signature

Date

Witness Signature



Birth Parent/Legal Guardian:

I agree to allow my child, named above, access to his/her medical information through eGuthrie. I understand I may revoke this access at any time. I certify that I am the birth parent/legal guardian of the child identified above.

_____ Date Birth Parent/Legal Guardian Signature

_____ Date Witness Signature

Completed forms can be submitted in person or via mail to your or your family's Guthrie caregiver. For mailing addresses, please reference our Guthrie website.

<p>OFFICE USE ONLY:</p> <p>Child Activ Code Generated <input type="checkbox"/></p> <p>Proxy Linking Done <input type="checkbox"/></p>	<p>Signatures: Parent <input type="checkbox"/> Child <input type="checkbox"/></p> <p>Parent Active Y N</p> <p>Child Access Y N</p>	<p>Parent Access Notif: Letter <input type="checkbox"/> temp <input type="checkbox"/></p> <p>Parent Activ Code Letter <input type="checkbox"/></p> <p>Child Access Letter <input type="checkbox"/></p> <p>Child Notification Letter <input type="checkbox"/></p>
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