## MyChart - Request a Formal Copy of the Health Record Through the Sharing Hub

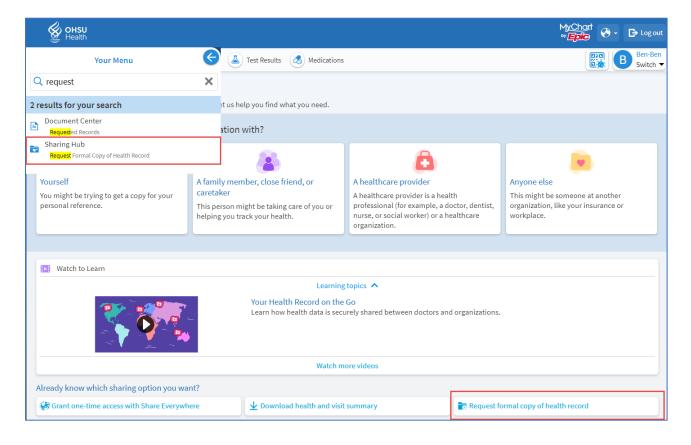
## What is changing:

Prior to the Spring 2023 upgrade medical record releases were requested *and* downloaded through the Document Center. All requests required manual review prior to being released to MyChart.

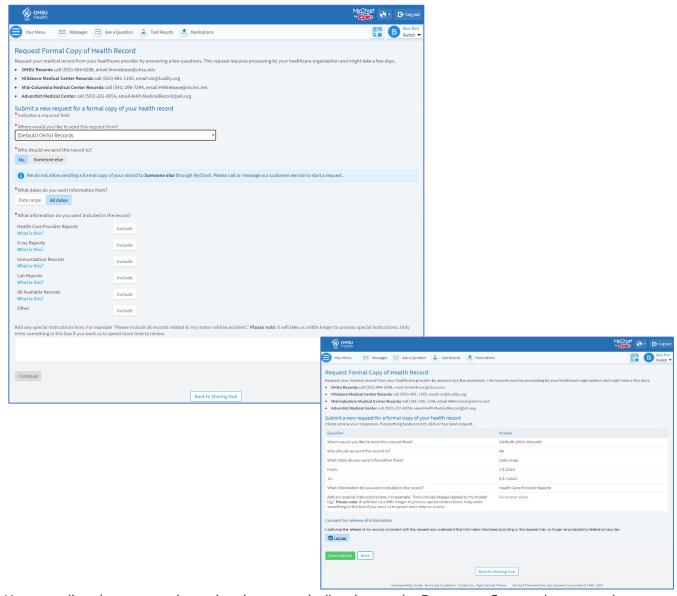
Now patients request records through the Sharing Hub, which creates an automatic release.

## What is not changing:

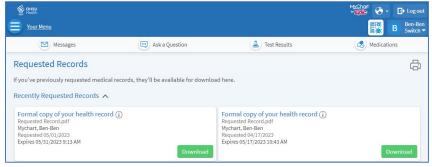
- Patients will receive a tickler alerting them that records are available.
- Released records will be available in the Document Center.
- Proxies to adolescents are not able to request records for the patient.



Records are automatically released when the patient completes the form and sends the request.



Upon sending the request, the patient is automatically taken to the Document Center where records can be downloaded as soon as they are ready.



**Note:** Some requests may still require manual review by HIM staff, resulting in longer wait times.