Patients can grant proxy access to or revoke access from someone in their MyChart account by using Share My Record.

**Granting Access**

1. Log into your MyChart account.
2. Click on the Health icon and then navigate to Share My Record.

3. In the Share with People section, click on Friends and family access.

4. You can view anyone who has access to your MyChart account. Click on Invite Someone to invite another person to view your MyChart.
5. Complete the required information.
   - **Who are you inviting?** Type in the name of the person.
   - **Where should we send this invitation?** Type in their email address.
   - **What kind of access would you like this person to have?** Select **Adult Access** or **Diminished Access**.
   - Once all of the information is entered, click the **Send Invite** button.

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**Revoking Access**

1. You can revoke access in the same place you can grant access. Click on the **Health icon** and **Share My Record**.
2. Locate the person that you wish to remove from your MyChart. Click the **Revoke** button.
3. When asked to confirm, click **Revoke** again for the access to be removed.
MyChart Proxy on the MyChart Mobile App

Functions completed on a desktop can also be completed on the MyChart mobile app.

**Granting Access**

**Revoking Access**