Printing from MyChart

It is possible to print from MyChart when using the MyChart website at https://mychart.eehealth.org/mychart.

Printing a single page

Some pages are designed to be printed and there will be a printer icon on these pages. Printing these pages using the printer icon will add identifying items to the top of the printed page.

Example: Print a test result to present to an employer or school

1. Click the printer icon on the page you wish to print.
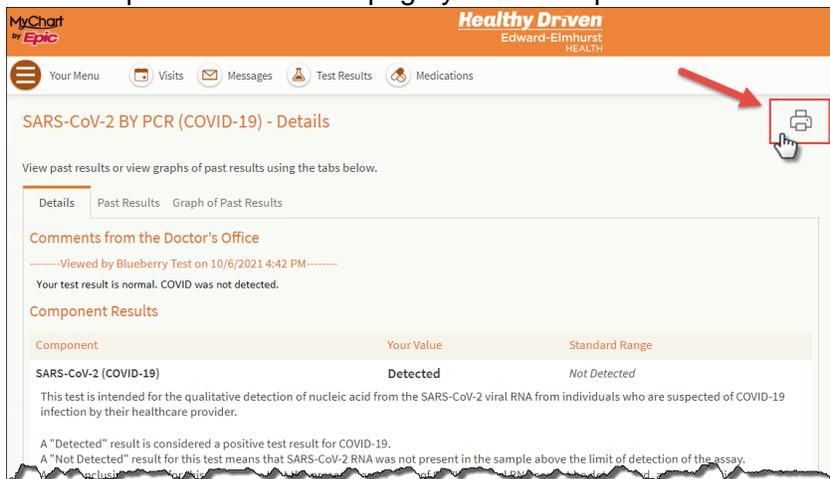
2. A print preview will open. Click **Print this page**.
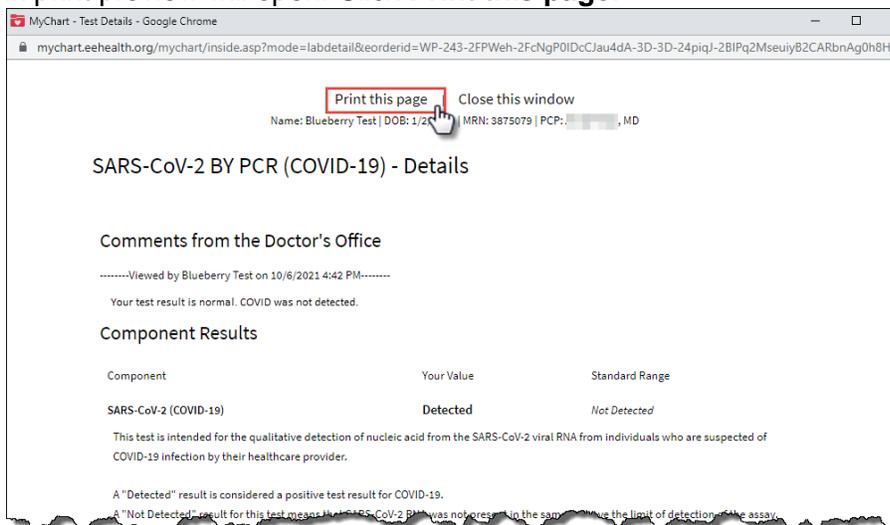
Using this print method will add identifying information such as the patient's name.

Printing entire visits or records

One or more visits/encounters can be downloaded into a printable file. Use these steps to download a printable file.

1. Use the menu to search for **Document Center.**

2. Select **Visit Records**
3. There are several options **Single Visit, Date Range, All Visits,** or ***Lucy Summary**

***What is your Lucy Summary?**

It is a portable copy of your allergies, medications, current health issues, procedures, test results, and immunizations from MyChart. You can put your Lucy record on a USB drive and take it with you to share with your other healthcare providers.

*Clinical Notes and After Visit Summaries are not included in a **Lucy Summary**. Choose a different option to print those.*

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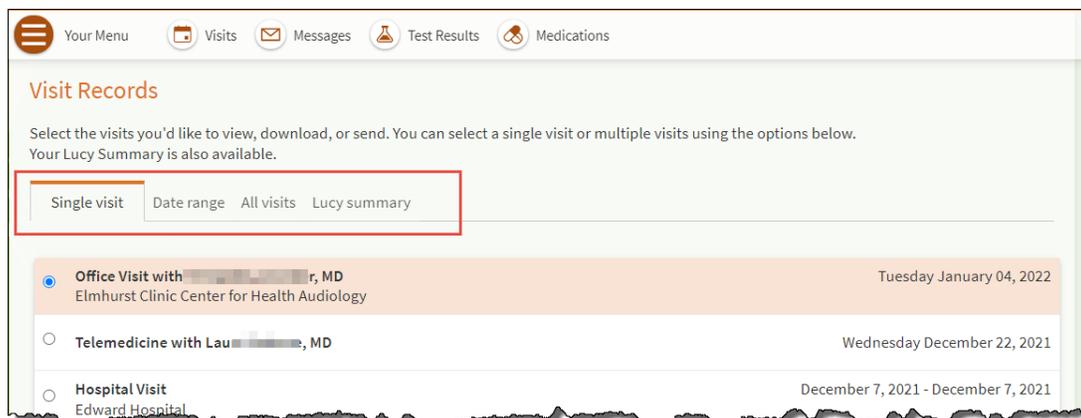
4. Click **Download**. Large files may take a few minutes.
   a. You can logout of MyChart, and you will get an email when your file is ready.
   b. You can also stay logged in while you wait. Click the Refresh link to check the status.
5. Once your download is complete you can find it on your **Requested Records** page.
6. Click on the **Download** button to view the file. **PLEASE NOTE downloads are .zip files and your computer will need the ability to unzip the files.**
7. Open the PDF file and print.