

# Quick Tip Sheet

## Health Summary



### Q – What is a Health Summary?

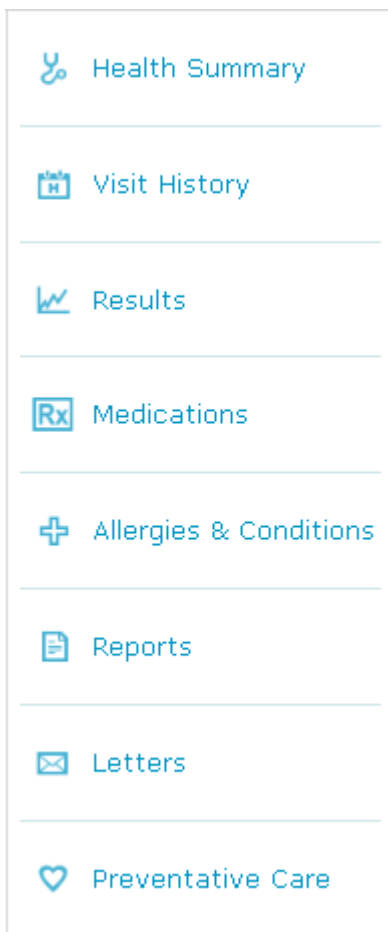
A – A Health Summary is a summary of the care that you have received at a specific facility.

### Q – Where can I find my Health Summary?

A – You can find your Health Summary by first selecting the “Health Record” button from the Home screen.



And then selecting the “Health Summary” button.

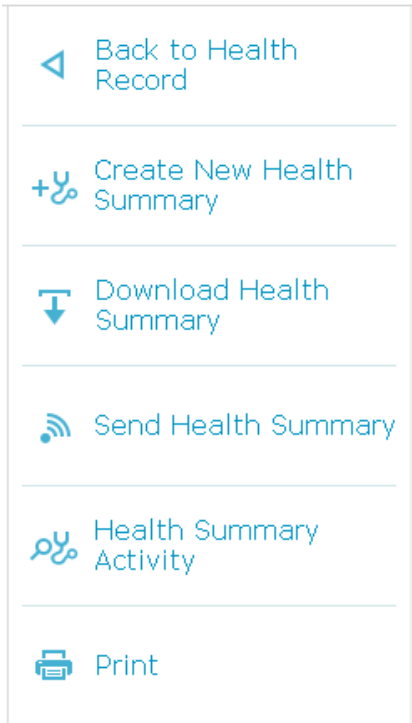


### Q – What can I do with a Health Summary?

A – You can print, download, or transmit your Health Summary to any non-Avera provider that you may wish to share your Avera records with.

## Q – How do I download my Health Summary?

A – Open your Health Summary and then select Download Health Summary.



Now follow the directions listed on your screen.

### Download Health Summary

You may download your Health Summary to a folder on your personal computer. Your Health Summary contains sensitive information. If you download your Health Summary, you are responsible for protecting and deciding with whom to share this information. To protect your health information, enter a password that will be used by you to access your Health Summary on your computer and follow these steps:

1. Select the Download button and save the health record summary files to a folder on your computer.
2. Select the Health Summary zip folder you have downloaded and extract the files for viewing. Please note that not all computer operating systems support extracting password protected (encrypted) zip files. Software packages such as WinZip and 7-Zip may be used to extract your files if your operating system does not extract this zip file properly.
3. Enter the password you have defined.
4. To view your Health Summary, select the HealthSummary.html file. This file is no longer protected and must be deleted after use to protect your information.

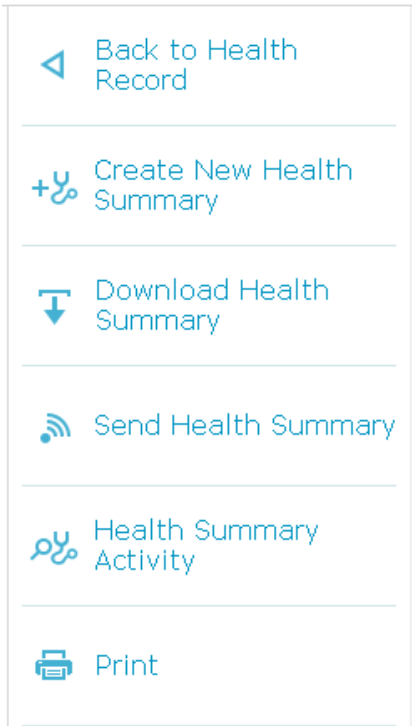
Enter Password







Re-Enter Password

Download

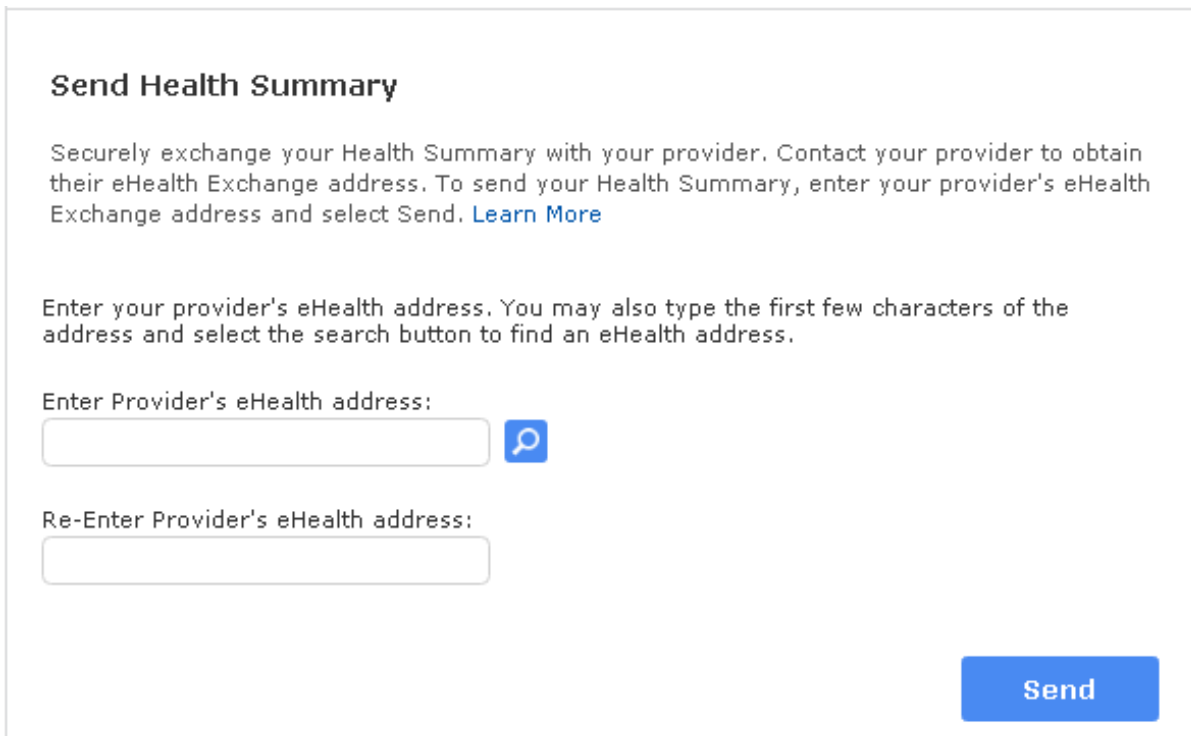
## Q – How do I transmit my Health Summary?

A – Open your Health Summary and select “Send Health Summary.”



-  Back to Health Record
-  Create New Health Summary
-  Download Health Summary
-  Send Health Summary
-  Health Summary Activity
-  Print

To securely exchange your Health Summary with your care team you must first contact your care team and obtain their secure eHealth Exchange address. To send your Health Summary, enter your provider/care team’s eHealth Exchange address and select Send. If you have previously sent a copy of your Health Summary to this provider through your AveraChart portal, his or her eHealth address will be available by selecting the magnifying glass look-up.



### Send Health Summary

Securely exchange your Health Summary with your provider. Contact your provider to obtain their eHealth Exchange address. To send your Health Summary, enter your provider's eHealth Exchange address and select Send. [Learn More](#)

Enter your provider's eHealth address. You may also type the first few characters of the address and select the search button to find an eHealth address.

Enter Provider's eHealth address:

Re-Enter Provider's eHealth address:

**Q – How up to date is my Health Summary?**

A – Your Health Summary will automatically compile once every 24 hours. To manually compile your Health Summary, select the “Create New Health Summary” button.

