



**ADULT PROXY ACCESS TO MyHealthConnection FOR "CAREGIVERS"**  
**PROXY APPLICATION FORM**

Patient's Name \_\_\_\_\_ Medical Record No. \_\_\_\_\_

Date of Birth \_\_\_\_\_ Gender: M F

Address \_\_\_\_\_

Adult seeking proxy access for an incapacitated adult (*In person or by phone*)

Name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

Date of Birth \_\_\_\_\_ Email \_\_\_\_\_

Patient – MRN \_\_\_\_\_ (Must have your own MyHealthConnection account)

Not the Patient

Relationship to patient:  Spouse  Son/Daughter  Other – Please specify: \_\_\_\_\_

Legal Surrogate by:  Advance Directive  Power of Attorney  Guardianship

Virginia hierarchy for legal agent  Other – Please specify: \_\_\_\_\_

**For legal surrogate seeking proxy access**

I have read and understand the information about proxy for MyHealthConnection and terms and conditions for using MyHealthConnection. I certify that I am a caregiver of the above named patient. All information I have provided is correct. This proxy access must be renewed through the patient's physician's office every 180 days. If the patient regains capacity he/she may deactivate the proxy access. I hereby request access to this patient's MyHealthConnection account

Name \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Time \_\_\_\_\_

**For Staff Use Only:**

Documentation received by Medical Records (Check all that apply):

Advance Directive  Power of Attorney  Guardianship

Proxy Authorization Form

Other/Comments

Staff Name \_\_\_\_\_

Staff Signature /PIC \_\_\_\_\_

Staff Signature/Role \_\_\_\_\_ Date \_\_\_\_\_

Time \_\_\_\_\_

Activation code instructions provided to proxy by:

Medical Records  SW  Other Staff

Name \_\_\_\_\_ Date \_\_\_\_\_ Time \_\_\_\_\_

Patient regains capacity and requests proxy deactivated.

Deactivation by: Clinical Support  Medical Records  Other

Role: \_\_\_\_\_

Staff Name \_\_\_\_\_ Date/Time \_\_\_\_\_

To have Medical Records complete the proxy process, please fax completed form to **540.829.4326** or email to MyHealthConnection@culpeperhospital.com.