

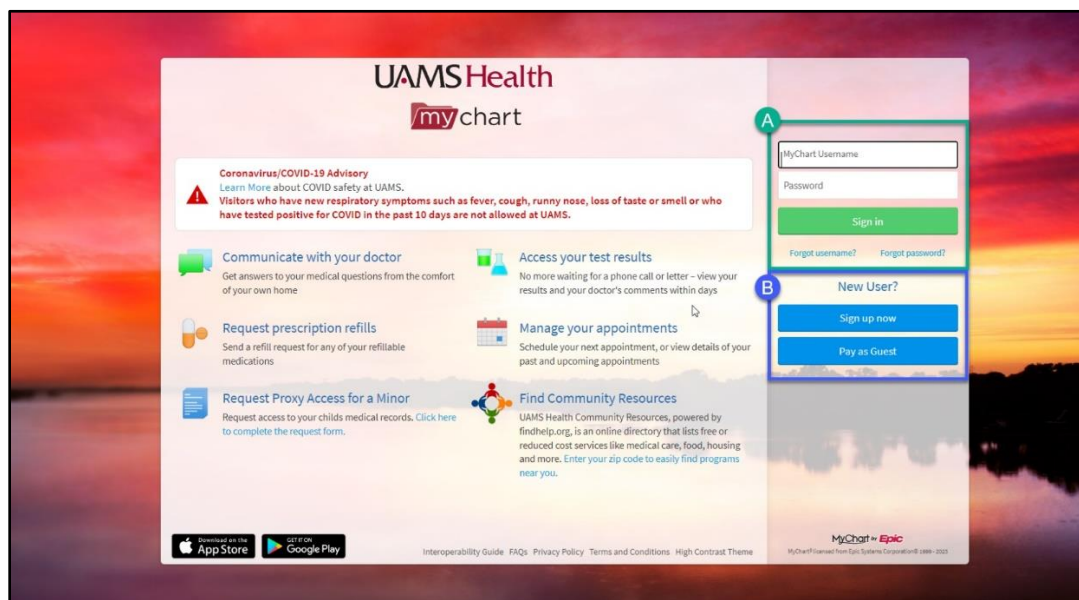
- MyChart is a secure, online portal that allows Employees and Students to access their health information from anywhere, at any time and at no cost.
- Questionnaires have been built in MyChart to assist providers with getting answers to historical health information.

ANNUAL MEDICAL SCREENING FOR STUDENTS AND EMPLOYEES.

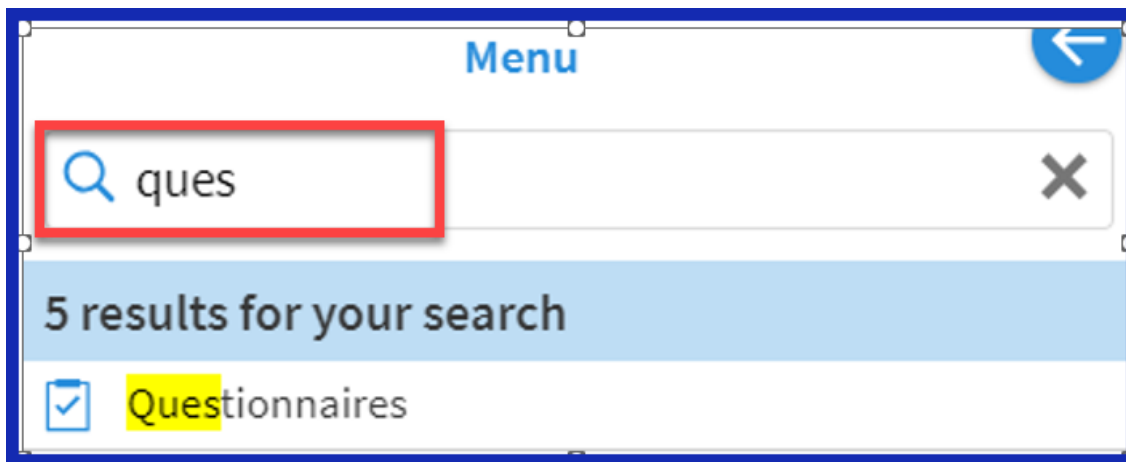
First, you must complete the TB Training Video in **Workday**. This annual requirement will be sent to your UAMS email address. You will click on the link to the Workday course and watch the first lesson, which is the TB training video. You will then be directed to your MyChart account where you will complete the corresponding Annual Medical and TB Questionnaire.

Completing a Questionnaire in MyChart

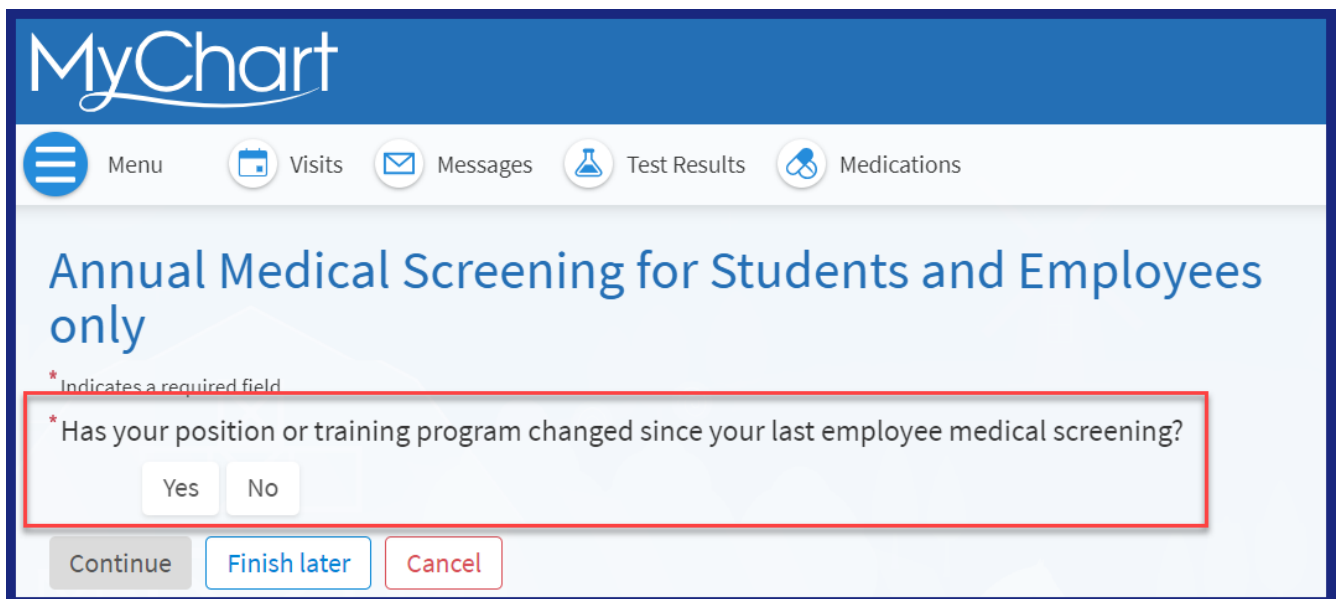
1. Log into MyChart using the app or the website mychart.uamshealth.com
2. On the right-hand side of the screen, you can complete the following actions:
 - a. If you are an **Established User**, enter in your **Username** and **Password**, and then click **Sign-In**.
 - i. If you forgot your username or password, click the **Forgot Username?** or **Forgot Password?** Links under the **Sign-In** button to reset them.



3. After logging into **MyChart** click on the **Menu icon** on the **home screen**.
4. Search "**Questionnaire**" within the search field.



5. Navigate to the Optional Questionnaires section.
6. Select the **Annual Medical Screening for Students and Employees**.
7. Users will be prompted to answer " Has your position or training program changed since your last annual medical screening?"



8. Answer the question and click **Continue**

MyChart

Annual Medical Screening for Students and Employees only

* Indicates a required field.

* Do you now have possible contact with blood/body fluids?

Yes No

* Do you now have exposure to Neisseria Meningitides?

Yes No

* Do you now work in areas where animals are utilized or handle animals or animal samples?

Yes No

* Are you now exposed to loud equipment or working in an area that requires hearing protection?

Yes No

* Are you now in one of the following testable positions: Clinical lab tech, MA, CCT, Nurse, Physician or Resident?

Yes No

9. **Complete each page of the questionnaire**, clicking continue as you go. Answer the following PPE questions.

MyChart

* Asthma, bronchitis, or COPD:

Yes No

* Have you been treated by a PCP for these problems?

Yes No

* Are you/have you taken medication (prescribed or over the counter) for any of the above problems?

Yes No

* Please list current medications. If none, please list N/A.

* Do you have any medical condition which would prohibit you from wearing PPE or working in isolated areas with restricted access?

Yes No

10. Answer the **TB related questions** and when prompted, verify that they have completed the TB training in Workday. **Click Submit.**

The screenshot shows the MyChart interface with a questionnaire. The header includes the MyChart logo and a menu icon. The questionnaire consists of several rows, each with a question, a response, and an 'Edit' button. The last row is highlighted with a red border.

Question	Response	Action
Unexplained cough >2 weeks?	No	Edit
Excessive night sweats?	No	Edit
In the last year, have you received a positive TB skin/blood test?	No	Edit
Diabetes?	No	Edit
Chemo/Steroid Therapy?	No	Edit
HIV Positive?	No	Edit
Gastrectomy?	No	Edit
Cancer?	No	Edit
Please verify that you have completed the TB training in Workday.	Yes	Edit

At the bottom of the form, there are four buttons: Submit (green), Back (blue), Finish later (blue), and Cancel (red).

11. After hitting submit, you will **navigate back to Workday** to complete **lesson 3** to give your attestation acknowledging you completed your Annual Medical TB screening.