How to document in a flowsheet my doctor ordered for me in MyChart

Your doctor may have ordered a flowsheet for you to complete in MyChart. There are a few flowsheets that can be ordered:

- MyChart BP Flowsheet – to monitor your blood pressure
- MyChart Glucose Flowsheet – to monitor your blood sugar
- MyChart Weight Flowsheet – to monitor your weight.

If your doctor tells you they have ordered you a flowsheet, follow the below steps to find it and enter you readings.

Find and Document in your assigned flowsheet

1. Log into your MyChart account
2. In Your Menu, click on the **Track My Health** activity

My Record
📅 Visits
⚗ Test Results
💊 Medications
❤ Health Summary
📖 Plan of Care
☑ Questionnaires
⚗ Upcoming Tests and Procedures
🗂 Medical and Family History
📈 Health Reports
📊 Track My Health

3. Once inside the Track my Health Activity, **click on the flowsheet you want to document in**.
   Note – you will only see flowsheets you have been ordered. For example, if your provider only ordered you a Blood Pressure Tracking flowsheet, you will not see the Glucose one.

Track My Health ⓘ

You have been assigned the flowsheets below by one or more healthcare providers who want to monitor your health.

Active Flowsheets

Flowsheet	Start Date
Glucose Tracking Breakfast, Lunch, Dinner, Nighttime	19/5/2022
Blood Pressure Tracking Systolic, Diastolic	19/5/2022
Weight Tracking Weight	17/9/2021

4. Click **Add New Data** to enter a new reading.

Blood Pressure Tracking

Add new data

5. Enter the date and time of the reading, the value of the reading and press continue, or add another reading if you have multiple to add.

Add Blood Pressure Tracking Data

Step 1 of 2: Enter readings

Click **Add Another Reading** if you would like to enter data for more than one reading at this time.

When you are finished entering data, click **Continue**. Click **Cancel** if you do not want to save the data you entered.

	Reading 1
Date:	19/05/2022 Now
Time:	1:38 PM
Systolic:	120
Diastolic:	80

Continue   Add another reading   Cancel

6. Review the data you have entered and **press Submit to file the reading**.
7. You can view this reading, and previous readings from within the flowsheet. You can also edit or delete a reading you made in error.
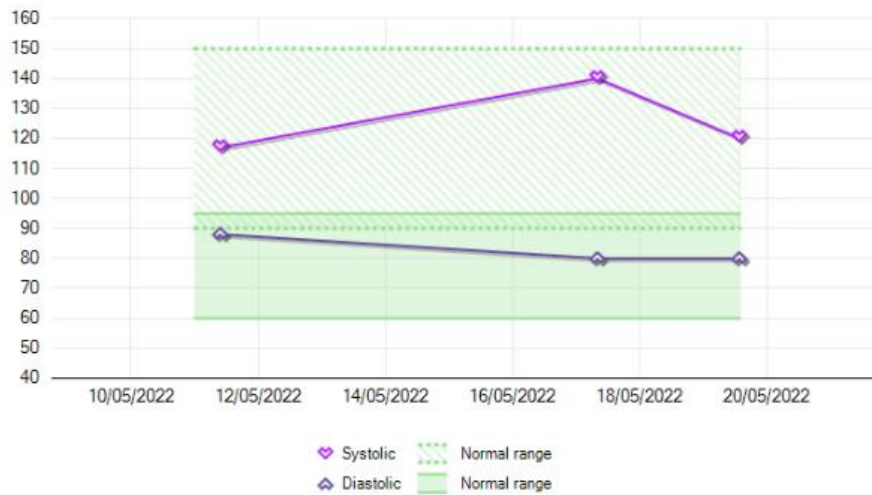
Blood Pressure Tracking

Add new data

Table

From:	To:		Latest values:	
11/5/2022	19/5/2022	- or -	10	Apply

Measurement	11/5/2022 10:00 AM	17/5/2022 8:00 AM	19/5/2022 1:38 PM
Systolic ⓘ	117	140	120
Diastolic ⓘ	88	80	80
	edit	edit	edit
	delete	delete	delete

Table   Graph

8. Pressing **Graph** will show you the readings in a graph as opposed to a table.

Important Considerations

- Your Health Care Provider may not be notified of your readings as they happen. **If you are concerned about a reading you should reach out to your Provider to discuss.**
- Data you enter can become part of your chart, so only enter real readings into the flowsheet. If you enter something in error, edit or delete it, or speak to your Health Care Provider to have it removed.
- If you have any questions about the use of the feature or about MyChart, please contact us by email: epicmychart@hhsc.ca, or by phone by calling 905-521-2100, extension 63313.
- Visit our HHS Website for more tip sheets and information about MyChart at https://www.hamiltonhealthsciences.ca/patients-visitors/digital-health-care/mychart/