MyKidsChart tips viewing, printing, and saving letters as a PDF

Click "Messaging" then select "Letters.

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Welcome! (Message Center Ask a Question Letters Request fx Refil	Quick Links
Read your messages. You have 61 new messages.		View test results
Schedule appointments for your current health reminders. 5 reminder View the details of your recent visit from 8/14/2020.	rs need your attention.	Schedule an appointment
		Refill medications GetWellNetwork Education

Click the letter to view it.

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Letters (Ę;		
Date I	From		Reason			Status		
04/30/2020	PAUL BREYER, MD		School Treatme	nt Letter		Viewed		
02/03/2020	Nurse Andrea W		Other			New		
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01/17/2020	ABIODUN OMOLOJA, MD		School Treatm	ent Letter		New		
01/17/2020	DONALD H. NGUYEN, MD		Work/school ex	cuse		New		
01/16/2020	PAUL BREYER, MD		Work/school ex	cuse		New		
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• The letter will be displayed. If you need to print, click the icon in the top right corner (not available in the app)

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dayton children's		www.chil	Dayton Children One Children's Pi Dayton, Ohio 45- Ph: 937-641-3000 Idrensdayton.org	laza 404-1815				



how to print or save a letter as a PDF (on desktop)

• Click the printer icon. The letter will appear in a separate window. Click the "Print this page" hyperlink.

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• A new window will appear to select either a printer destination or save as a PDF.

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