

## Employee Mandatory COVID-19 Vaccination & Testing Policy

### Yale New Haven Health Test Results via MyChart

If you had a COVID-19 test at the 200 Orange Street Test Site, the specimen is being processed by Yale New Haven Health Services (YNHHS).

YNHHS has an online portal, MyChart, that the employee can access to obtain their COVID-19 test results.

#### **How to get your test results**

- 1 If you are not already a registered user, sign up for MyChart at <https://mychart.ynhhs.org>. Click “Sign Up Now” under New User?
- 2 You will be brought to a page to identify yourself. To request an activation code, click on “Request Access Code”.
- 3 Fill out your information and demographics.
- 4 Click the CAPTCHA – I am not a robot (white box); click NEXT.
- 5 Check your email or text for a message from YNHHS with an activation code. Please note – MyChart uses Experian Precise ID to authenticate your identity. You may be prompted to answer questions to verify your identity. Click the link to confirm your email address.
- 6 After answering your questions:
  - If you have an existing account, you will be prompted to go back to the Login page where you can either login or click on “Forgot MyChart User Name” or “Forgot Password”.
  - If there is not a match in the system, a message is sent YNHHS to follow up with you to assist setting up your MyChart account via text or email.
  - If you have a medical record or test result in the system and do not have a MyChart account, you will be brought to the screen to create a MyChart account.
- 7 You may now access your test results through your MyChart account.
  - Once you are logged in, click on the Menu button, then COVID-19 under Health and Wellness.
  - You can also search for COVID in the menu search. You can view and download your results here.

You must then submit your test result via the [Weekly Testing Results Portal](#) by the weekly deadline. YNHHS or MyChart cannot provide the City your results; you must submit your weekly results via the Portal.