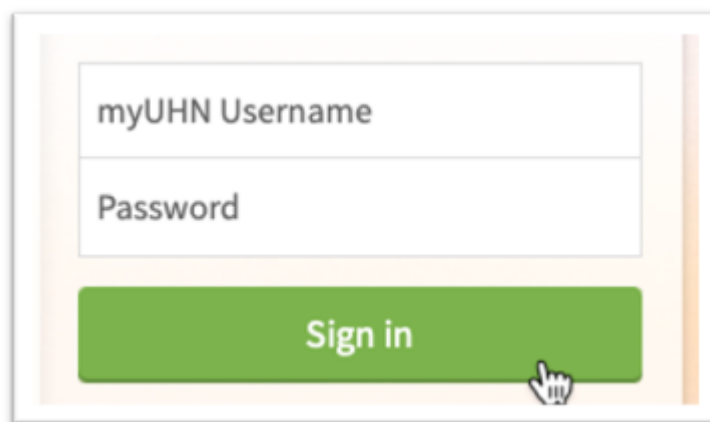


Contact Princess Margaret Care Team

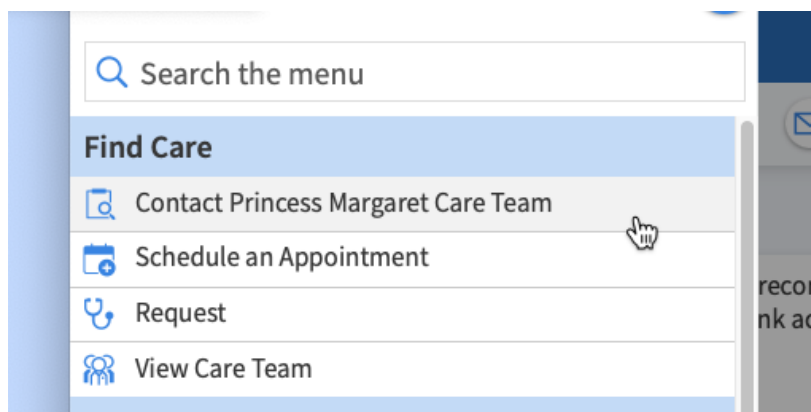
Patient Tip Sheet

Follow these steps to Contact Your Princess Margaret Care Team.

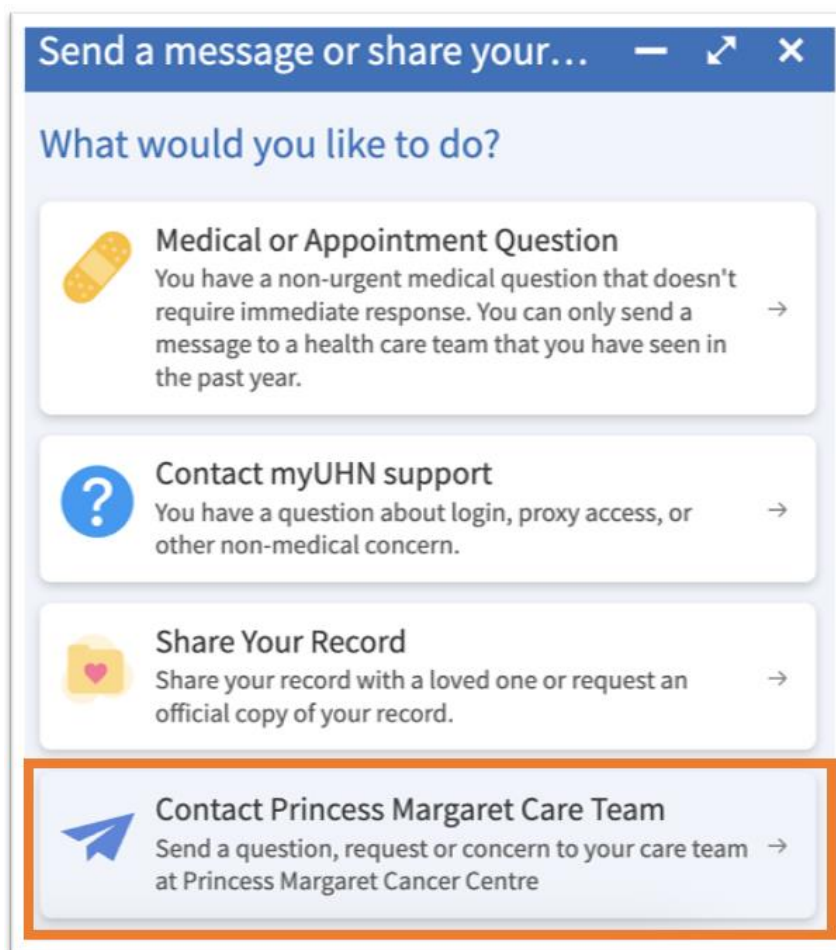
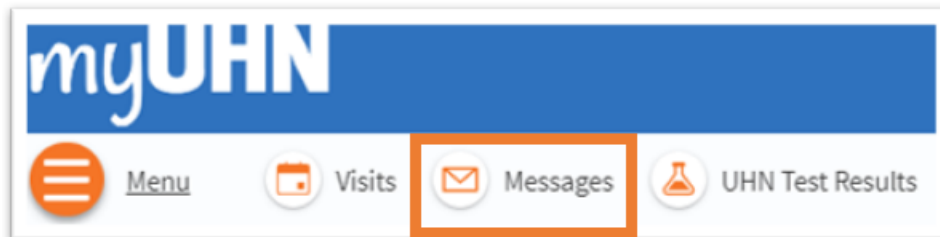
1. Sign in to www.myUHN.ca.



2. Click **Contact Princess Margaret Care Team** in the menu.




Note: you can also access this feature through **Messages** by selecting **Contact Princess Margaret Care Team**.




3. Select the option from the list below that is relevant to your request or concern. Complete the request form that follows.


PM Request

Select one of the options below to get started. The information you enter will help direct your request to the right person.


Symptoms and Side Effects Tell us if you are feeling unwell or have any medical issues → 	Appointments Request a new appointment or change to an existing appointment at Princess Margaret →
Treatment Plan Tell us if you are feeling unwell after treatment, ask about medications, or ask for more information about your treatment plan. →	Other Questions, Requests or Concerns Prescriptions, Help taking your medications, Results, Forms, Letters, etc. →

4. Select **Continue** to review the request and then select **Confirm Request**.


 1. Confirm your Request.
2. Verify your contact information so that we can follow up with you.
3. Submit your Request.


Continue 

1. Confirm your Request.
2. Verify your contact information so that we can follow up with you.
3. Submit your Request.

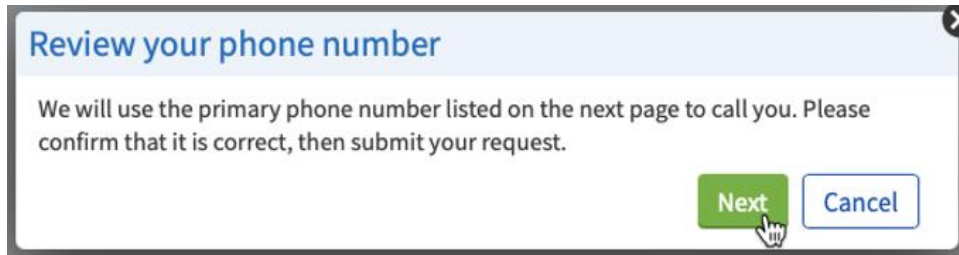


The following request will be sent to your care team

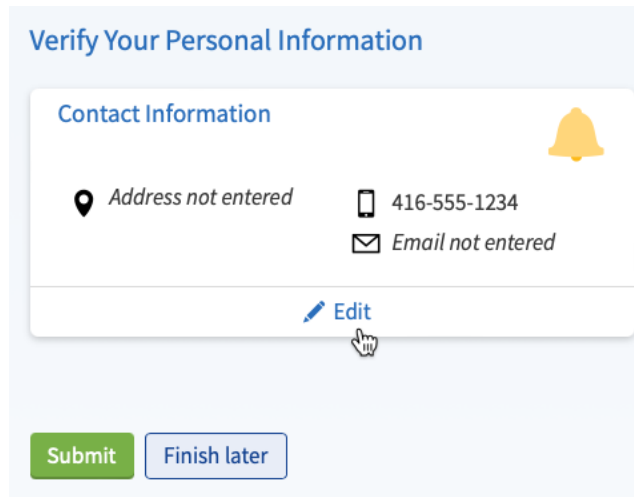
 **Symptoms (RR-04)**
This is the reason for your Request.

Confirm request  **Cancel**

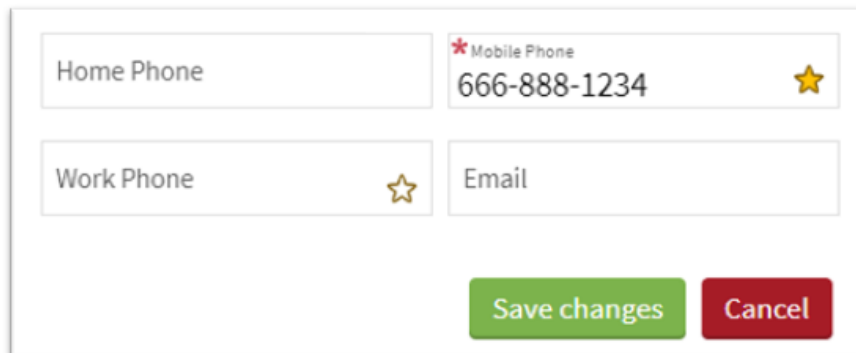
5. Click **Next** to review your phone number.



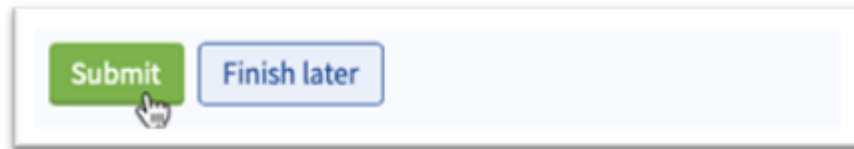
6. Confirm the primary phone number listed is correct. Click **Edit** to make any changes.



The primary phone number is indicated with a star. Click **Save Changes** if you update your record.



7. **Submit** your request. You will receive a phone call in response to your request. Please answer if you are expecting a call from your care team.



Note

Working hours are **Monday to Friday, 9:00am – 4:00pm**. Please allow 4 working hours for medical requests and 3 business days for administrative requests. If you require support outside of working hours, call CAREpath at **1-877-681-3057** or go online to CareChart at carechatathome.ca. Call 911 in an emergency.