

Yale Campus Health



Yale Health On Track

User Guide:

**Managing Consent Releases and
Linking Health on Track with Epic
MyChart**

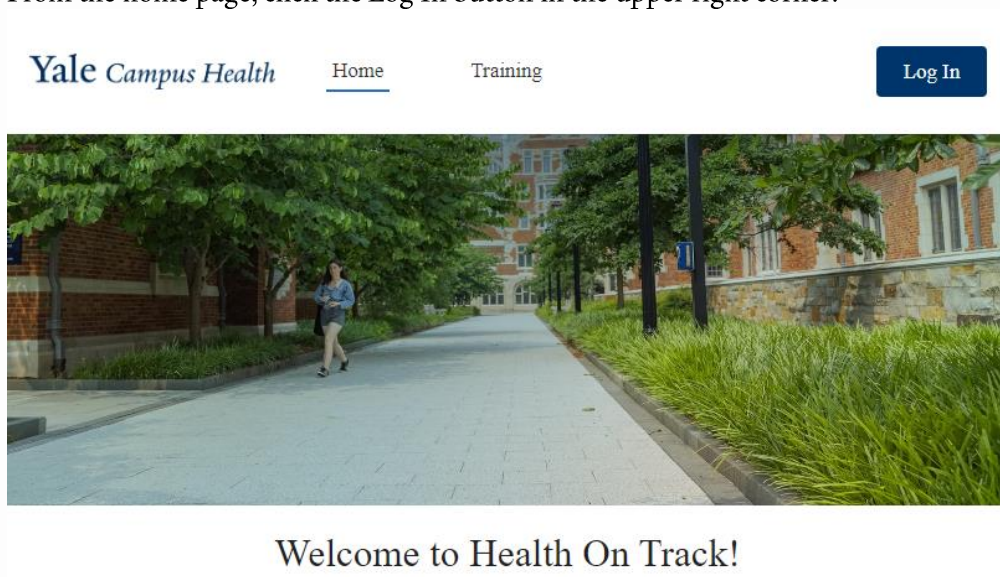
Yale Campus Health

Health On Track is Yale’s portal for managing and fulfilling health requirements.

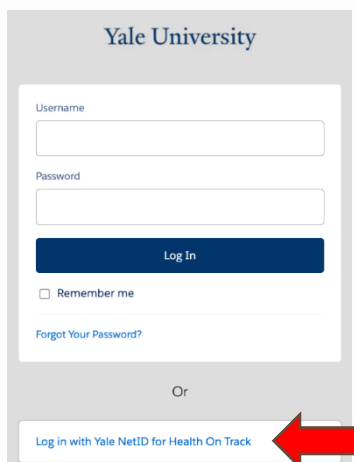
Only individuals or those who supervise individuals with health requirements for employment or research purposes will be able to log in. If you cannot log in using the Option to login with the Yale NetID, you do not have any health requirements at this time.

Initial Log in instructions and Required Consent:

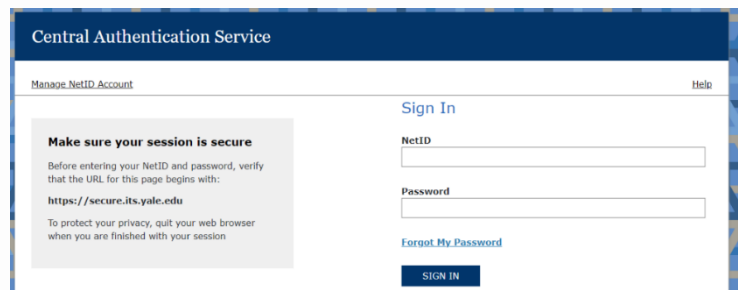
1. To access Health On Track, go to <https://healthontrack.yale.edu/s/>
2. From the home page, click the Log In button in the upper right corner.



3. On the Log In page, click on the option at the bottom to “Log in with Yale NetID for Health On Track.”



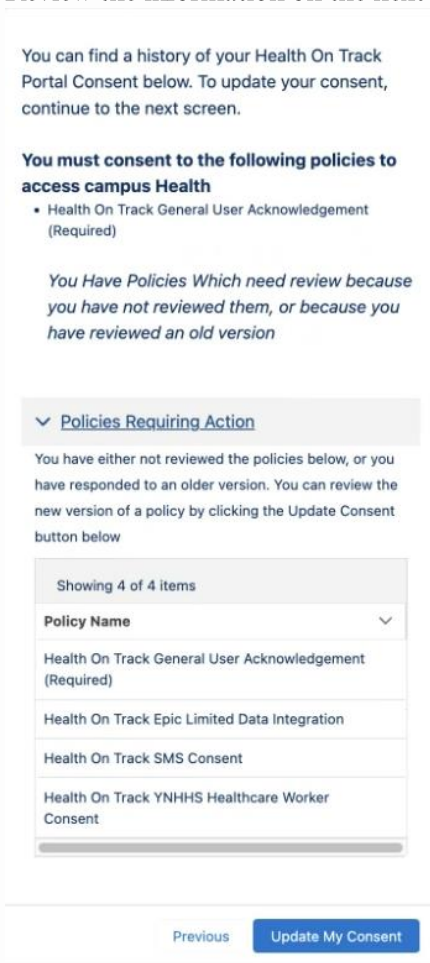
4. This will route you to the Yale Central Authorization Service page to enter your credentials.



- Once Logged in for the first time, you will be prompted to complete several User consents. One is mandatory to use the system, the other three are optional and allow information sharing with other systems and specific communication options. To begin reviewing the consent click the **Next** Button.



- Review the information on the next screen. Then click the **“Update My Consent”** Button



The next screen will give you the option to select one or all the consents to review and acknowledge.

Note: You must consent to the “Health On Track General User Acknowledgement” in order to use the Health On Track System.

7. Select one or more Consents and then Click Next

Select the policy below to update your consent.

Showing 4 of 4 items

<input type="checkbox"/> Policy Name	Policy Summary
<input type="checkbox"/> Health On Track General User Acknowledgement (Required)	Must acknowledge the general use policy of the portal, including document uploads.
<input type="checkbox"/> Health On Track Epic Limited Data Integration	Consent for transfer for limited data integration with Epic.
<input type="checkbox"/> Health On Track SMS Consent	SMS consent for mobile alert messaging.
<input type="checkbox"/> Health On Track YNHHS Healthcare Worker Consent	Data sharing between Yale University and Yale New Haven Health System for healthcare workers.

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8. Follow the Prompts for Each Consent selected, opt in or out for each using the pull-down Menu then clicking Next.

Required Consents

Health On Track General User Acknowledgement (Required)

You have not provided any consent for this policy, please review the policy below and opt-in, or opt-out if the policy is not required for use of the portal.

Health On Track General User Acknowledgement (Required)

I hereby affirm that I will accurately and truthfully enter information for my health requirements. I understand that providing false information about the source of the sample violates Yale policy and puts my community at risk. I understand that this information will be shared with my organization to guide decisions on health, safety, and/or returning to work/school. I acknowledge that I have read, understood, and agree that any documents uploaded here will be shared with Yale University, and Microsoft Azure Document Analyzer automated text analysis and verification. I understand that this consent applies to each file submitted through this portal.

I acknowledge and understand that I cannot opt out of this policy as it is required for Health On Track Access.

*What Would You Like To Do

--None--

You Must opt-in to this policy to access the Campus Health System

Please Note: You cannot opt-out of this policy as it is required for Campus Health Access - Please contact the Campus Health Team.

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* What Would You Like To Do

✓ --None--

Opt In to Health On Track General User Acknowledgement (Required)

Opt Out of Health On Track General User Acknowledgement (Required)

- Your will receive a confirmation that the consent has been updated



Note: If you choose to opt out of the General User Acknowledgement Consent you will be unable to continue using the Health On Track System.

- If this is the only consent that has been selected the user will be routed Portal home screen and can use the portal to track and complete any assigned requirements.

Optional Consents:

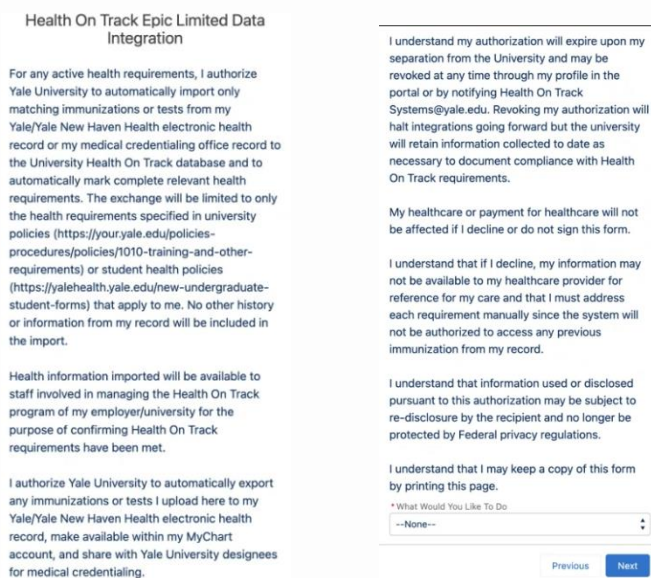
The following steps assume the user checked the check boxes in Step 7 for Optional consents. The order these are completed may vary depending on which consents are selected.

Epic (MyChart) Limited Data integration

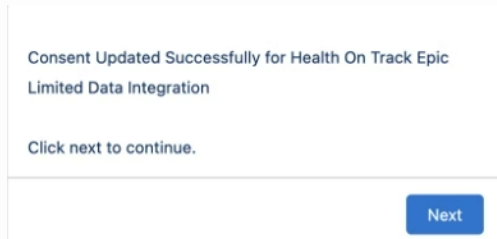
Opting-in to using the Epic MyChart integration allows the user to Import their immunization records from YNHHS’s Epic MyChart system. If the user has relevant immunization records for assigned Health Requirements the integration will automatically mark them as Compliant.

For privacy reasons, the Epic MyChart integration is only permitted to import Immunization records, any other records (Testing, attestations, documentation) must be manually uploaded by the user via the portal. Instructions for manually uploading documents can be found here: [Portal: How to complete a requirement with documentation](#)

- The user will review the Epic Limited Data Integration Consent



12. Opt in or out using the pull-down Menu then Click “Next”



Consent Updated Successfully for Health On Track Epic
Limited Data Integration

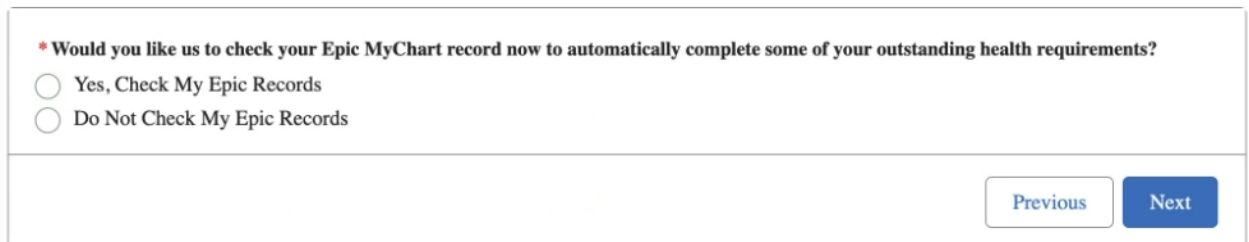
Click next to continue.

Next

13. Click “Next” on the Confirmation window.

Satisfying Requirements using the Epic MyChart Integration (only Applicable if the Epic MyChart Consent is Opted-in)

14. Once the User has completed their consents and returned to the Portal Home, they will be presented with an option to import their data from Epic MyChart



* Would you like us to check your Epic MyChart record now to automatically complete some of your outstanding health requirements?

Yes, Check My Epic Records

Do Not Check My Epic Records

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15. In the future, when the opted in user logs in and user selects a non-compliant requirement that can be satisfied with imported vaccination data, the prompt above will be presented again and the user can select to import new data from Epic MyChart to satisfy the requirement

If a requirement is not automatically satisfied by the integration, it means that the data for that requirement has not been found. If the vaccination is new, please try step 15 again the following day. If the data is still not found there may be a data mismatch in the Epic MyChart records that prevents the automation from running. If this happens, please use the manual upload process to satisfy the requirement. Instructions can be found here: [Portal: How to complete a requirement with documentation](#)

Health On Track SMS Consent (Optional)

Users receive a number of notifications from Health On Track, Email is the primary method of notification and cannot be opted out of. The system also offers the option for SMS notifications, users can opt-in to receiving SMS notifications in addition to Email notifications using this consent option.

16. Review the SMS Consent

Health On Track SMS Consent

Yale University has 2 short code programs for mobile alert messaging platform for Health On Track

32631 - Health Requirement Reminders
32071 - Health Emergencies and Escalations for Compliance

Messages may include information related to immunization or other information relevant to an individual's compliance with university health requirements and guidance. Once you consent, the volume of messages will be based on your health requirements. For most people, this is less than once per month. The volume may be higher for short periods during a health emergency or the start of an academic year or calendar year.

If you have any questions regarding privacy, please read the Yale University privacy policy at <https://privacy.yale.edu/resources/privacy-statement>.

If you opt-in, we will send you a message to confirm your signup. Text back Y to confirm your subscription.

Text "HELP" for instructions.

Text "STOP" to cancel anytime. If you want to re-join, you can opt-in in the Health On Track Portal, under Profile > User Consent.

Message and data rates may apply and vary based on your wireless provider.

For any questions about the SMS services, you can submit an inquiry using Contact Us in the portal or via email to Health On Track.Systems@yale.edu.

* What Would You Like To Do

--None--

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17. Opt in or out using the pull-down Menu then Click “Next”

18. Click “Next” on the Confirmation window the pops up.

YNHHS Healthcare Worker Consent (Optional)

This consent is only for users who are both Yale Healthcare workers and YNHHS medical staff. Consenting to this allows Health On Track to share certain immunization records between Yale and YNHHS to reduce the duplication of paperwork for dual role staff.

19. Review the YNHHS Healthcare Worker Consent

You have not provided any consent for this policy, please review the policy below and opt-in, or opt-out if the policy is not required for use of the portal.

Health On Track YNHHS Healthcare Worker Consent

Yale healthcare workers who are also on the YNHHS medical staff are asked to submit proof of immunization or vaccination to both Yale University as well as multiple YNHHS delivery network hospital medical staff offices. To streamline this requirement, we are implementing a data sharing mechanism that will allow us to share your immunization data between the organizations when feasible. If you wish to participate in this, please opt-in to the statement below:

I consent to Yale University sharing with the YNHHS Occupational Health and Medical Staff Offices, my immunity records as required by Yale University for healthcare workers, when such exchange is feasible.

*What Would You Like To Do

--None--

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20. Opt in or out using the pull-down Menu then Click “Next.”

21. Click “Next” on the Confirmation window the pops up.

Questions about this software?

Contact:

Yale Campus Health, Health on Track Team

campus.health.systems@yale.edu

Yale *Campus Health*

Ver 2.0 March 2024