

## Manifest MedEx Individual Access User Guide

At Manifest MedEx, we make it easy for patients to have *electronic access* to their health records to support their health and wellbeing. Having real-time access to health records enables patients to better coordinate care with their providers and health plans in a timely manner.

Manifest MedEx partners with <u>Selfiie</u>, a first-in-class, secure patient identity verification and electronic records access service, to provide a simple and secure way for you to download a copy of the health data we have received on you from providers, hospitals, health plans, and other health care organizations that share information for permitted purposes under HIPAA, as required by state or federal law, and as authorized. Selfiie uses CLEAR® I.D. to verify your identify and provide you with access to your health records.

Using the QR code below, any adult patient with a valid government issued I.D. can use a mobile device with camera access to quickly create an account, have their identity verified, and then obtain a copy of their health information from Manifest MedEx, all for free. Minors and patients without a valid I.D. must contact their providers directly to obtain their records. Selfiie uses CLEAR to verify your identity and ensure the person requesting access to health information is who they say they are. Be sure to read the <u>Selfiie</u> and <u>CLEAR</u> privacy policies before you use this service.

You may also get some data from other locations in the country where you have previously had treatment if those facilities have partnered with Selfile or other nationwide data networks.

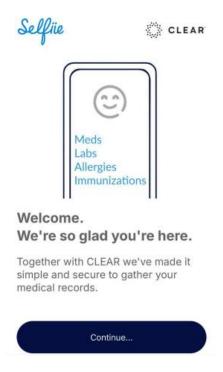
## **How to Access Your Records via Manifest MedEx:**

1. Simply scan the QR code to navigate to Selfiie.com.

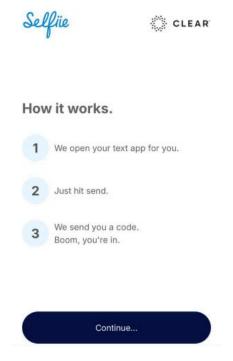




2. After scanning the QR code, you will be greeted with a Welcome screen from Selfiie.

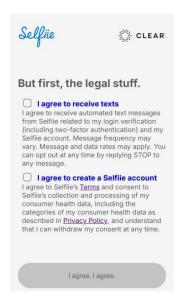


3. After clicking "Continue," you will be shown a brief overview of the next steps.

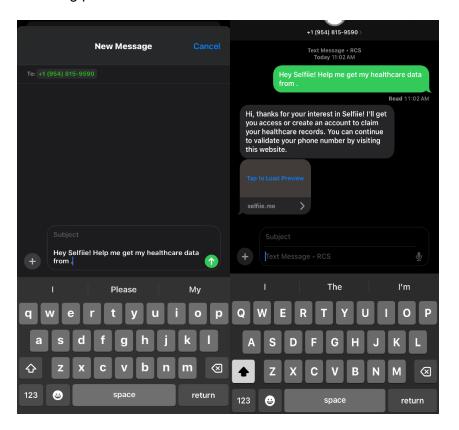




4. Next, you will be asked to consent to the Selfile Terms of Service. You must select both options to proceed.

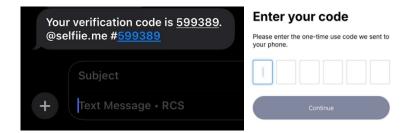


5. After agreeing to the terms, Selfiie will open your text message app and create a prepopulated message. The user must hit send, and Selfiie will then send you a link to begin the onboarding process.





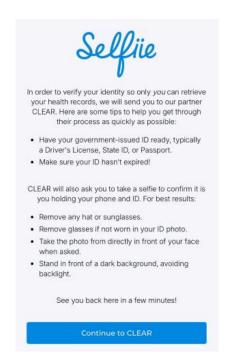
6. Upon clicking that link, you will be asked to enter a one-time code that Selfiie will send to your phone via your Messages app. Once you enter your code, hit "Continue."



7. Next, you will be brought to a Welcome screen from Selfiie and will need to select "Get My Data" to continue through the onboarding process.

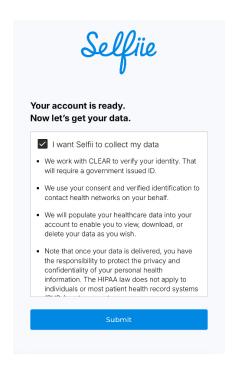


8. Selfile will take you to an Identity Proofing screen to help you prepare information that CLEAR will request on the next screen.

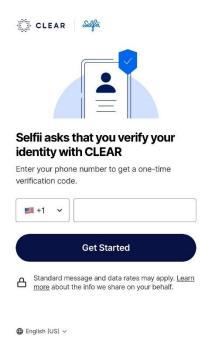




9. Next, you will be prompted to opt-in to Selfile collecting your data. You may scroll through the text box to read terms and conditions, and once you click the checkbox, you may hit "Submit."

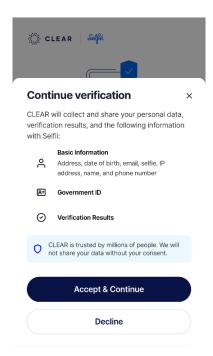


10. Selfile will ask you to verify your identity with CLEAR by providing your phone number.
Once you enter your phone number, tap "Get Started."

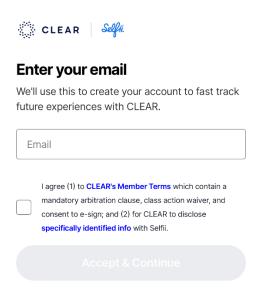




11. Before continuing, a pop-up box will ask you to "Accept & Continue" or "Decline" CLEAR's ability to collect and share your personal data, verification results, and addition information (as listed) with Selfiie.

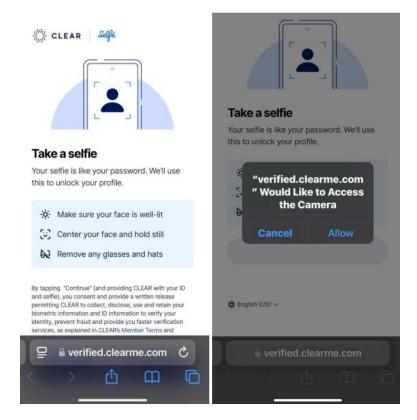


12. Once accepted, CLEAR will send you a code to enter, then immediately direct you to provide an email address to create your account.

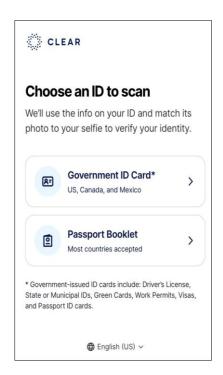




13. After you create your account, CLEAR will ask you to take a selfie.

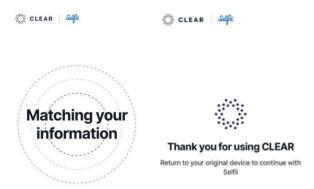


14. Then, you will be asked to verify your identity.

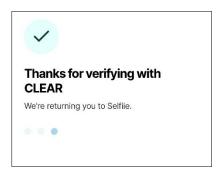




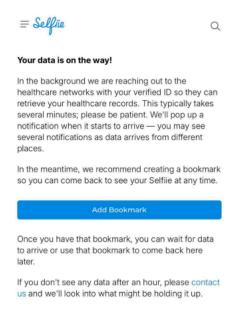
15. After your identity has been verified via CLEAR, you will be redirected to Selfiie.



16. Next, you will be automatically redirected to Selfiie.com.



17. The service will search for your records, and in the meantime, it is suggested that you bookmark the page to return. This process may take several minutes.

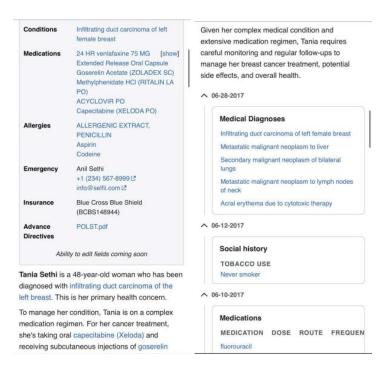




18. If records are found, they will be available as both human (PDF) and machine-readable versions (XML).



19. Your raw data, usually in the form of a CCDA, will take some time to process. Eventually your data will display in a timeline view from oldest to most recent events at the top. There will also be an AI generated patient summary at the top. Health data from Manifest MedEx will have "MX" in the file name.





Questions? Check out Manifest MedEx's <u>Individual Access Frequently Asked Questions</u>
(FAQs), or for any issues related to Selfiie like logging in or I.D. verifications, please contact <u>support@selfii.com</u>. General questions related to Manifest MedEx should be directed to <u>support@manifestmedex.org</u>.