INSTRUCTIONS TO PARTICIPATE IN SECURE MESSAGING:
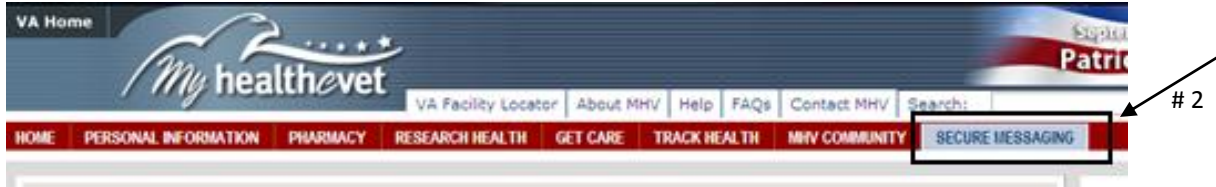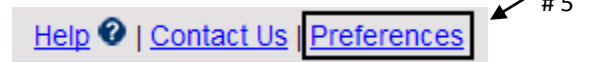
1) Log in to your My HealtheVet Account at   www.myhealth.va.gov

2) Click on the Secure Message button

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3) Read about Secure Messaging and click on the "Open Secure Messaging" button

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4) On the right hand corner of Secure Message screen select "Preferences" link

5

5) The preferences screen will look like the picture on the right – Please enter your address where you would like to receive notifications of new secure messages.

6) Change the box "Notify me" to say "All Messages" – that way you will receive an notification any time a message is sent to from your health care team.

7) ***Hit the apply button once you have made any changes to the "Email" and "Notify me" boxes.**

Email

6
email
you

7

8

Set up complete!
Now you can click on the "New Message" button & send a message to your Primary Care Team.

Your Team typically includes the Scheduling Clerk, Nurse, Doctor, NP and Pharmacist.
Your message will be triaged to the appropriate member of the team who can answer your questions.
For any questions please call Lynn Campbell at 1-989-497-2500 ext 11874 or 1-800-406-5143 ext 11874