

MyHealthPEI How-To Guide: Home Dashboard

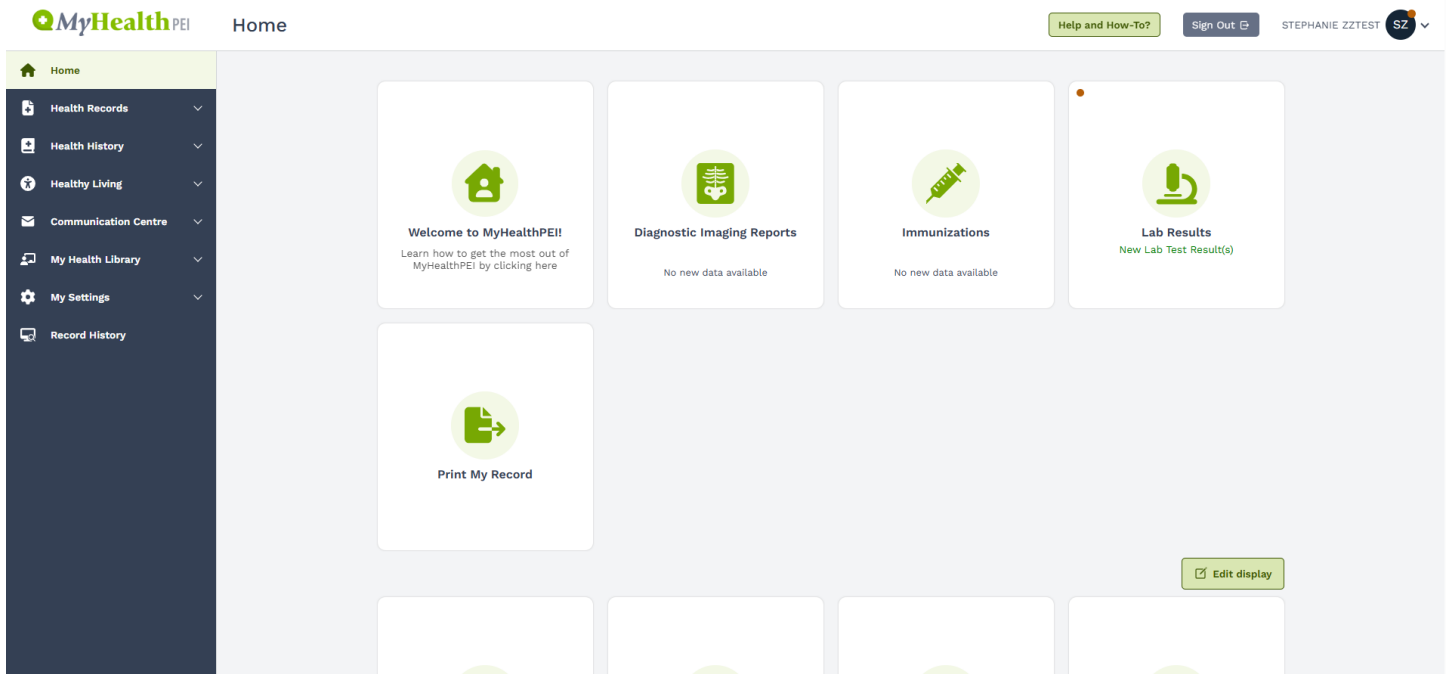
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1 Home Dashboard

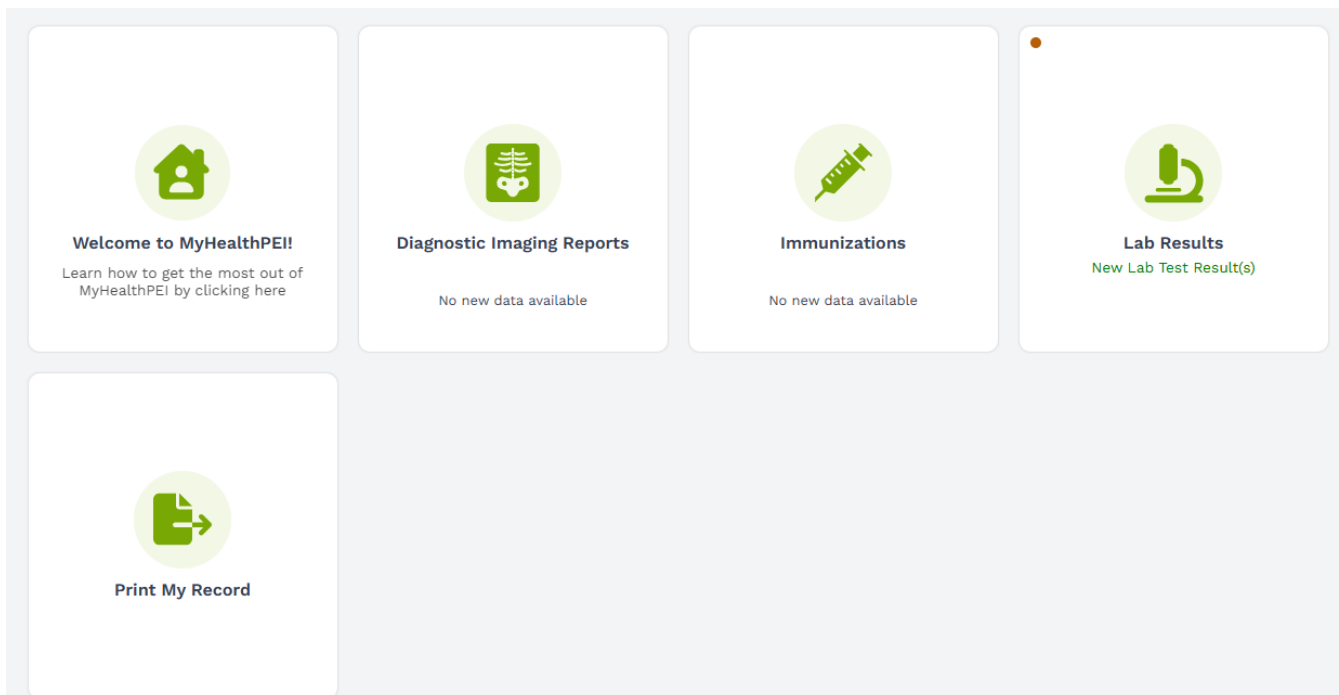
Once you have completed the MyPEI Account setup (including adding your PEI health card - see [HERE](#) for instructions) and have selected the MyHealthPEI service, you will be logged into your MyHealthPEI dashboard.

Once logged in, you will see a navigation panel on the left side of the screen and tools (widgets) on the main area of the dashboard.

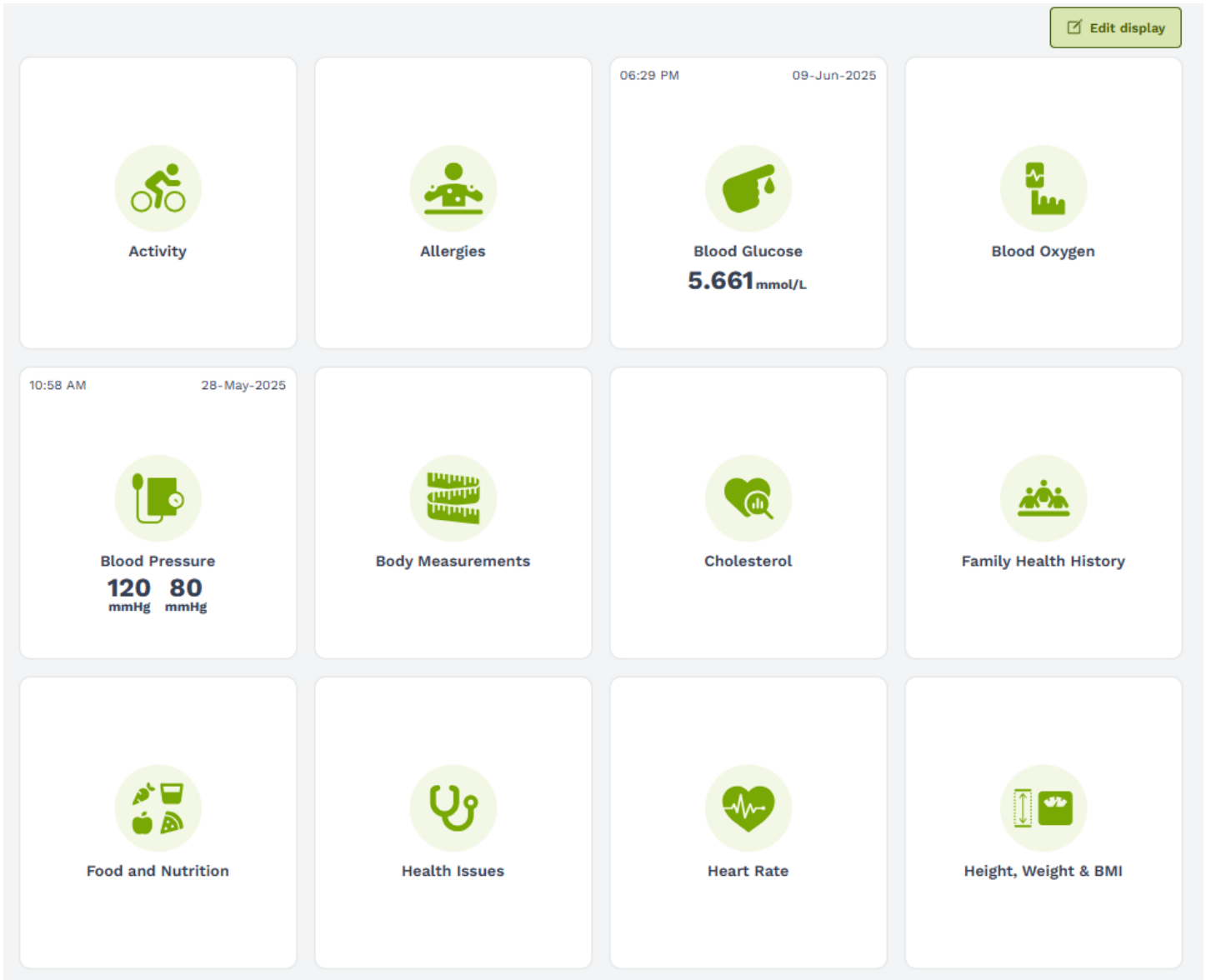


On the main section of the dashboard, you will see several tiles, also called widgets, that allow you to access your personal health information.

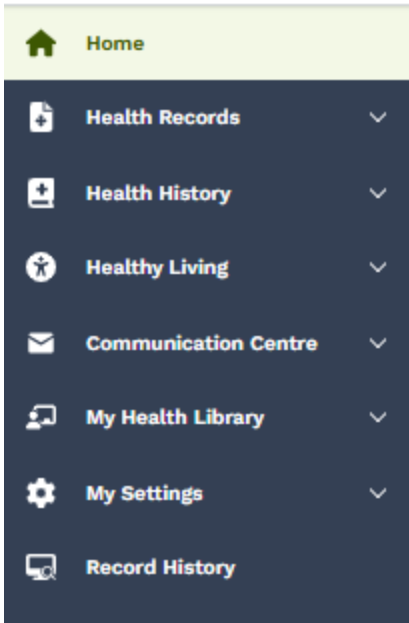
The top section of tiles (pictured directly below) is static, meaning the tiles cannot be moved or removed.



The bottom tiles are customizable, meaning the display itself can be adjusted and tiles can be moved or removed. These contain information entered either by yourself or pulled in from your wearable device (for example, Fitbit). Most of the information within the tiles can be adjusted, added or removed to customize your dashboard to fit your needs.



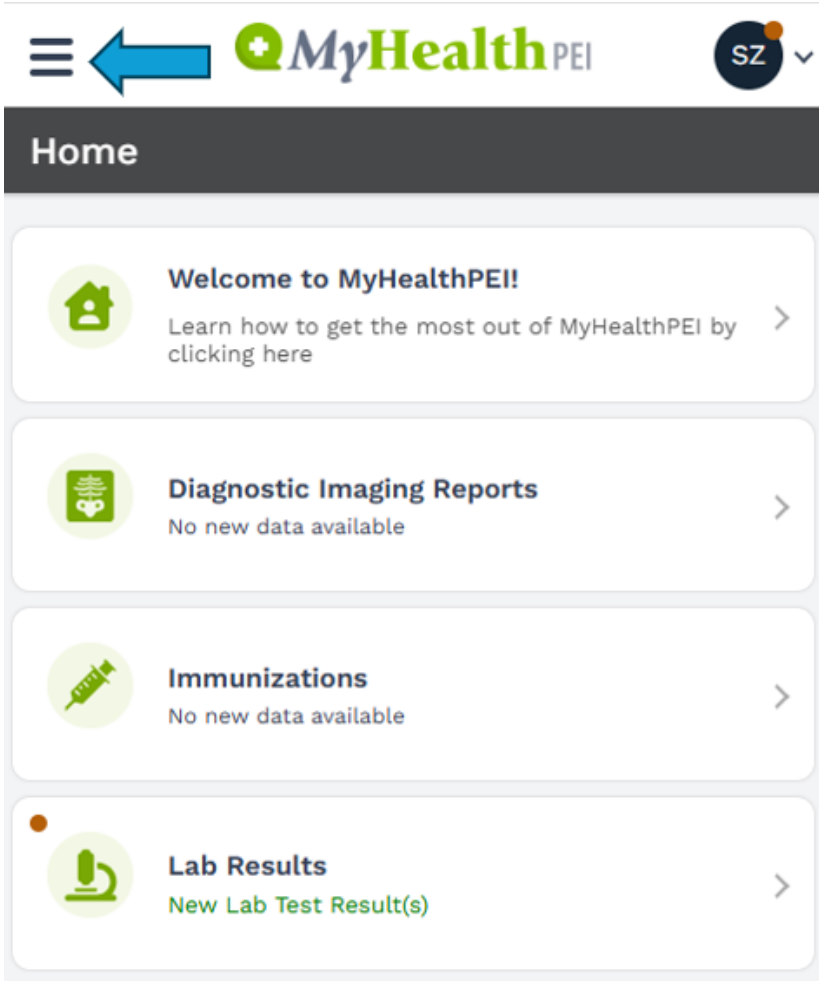
The navigation panel on the left-hand side of the dashboard screen has the menu options and sub-options (see below). You will also find the **Home** button here, which will always take you back to your dashboard screen.



Within the navigation panel, you will find the below available options:

Menu Options	Sub-Options
Health Records	<ul style="list-style-type: none"> • Diagnostic Imaging Reports • Immunizations • Lab Results
Health History	<ul style="list-style-type: none"> • Allergies • Family Health History • Health Issues • Medical Procedures • My Documents
Healthy Living	<ul style="list-style-type: none"> • Body Measurements • Vital Signs & Readings • Personal Logs
Communication Centre	<ul style="list-style-type: none"> • Previous Announcements • Print My Record
My Health Library	<ul style="list-style-type: none"> • My Health Links
My Settings	<ul style="list-style-type: none"> • My Profile • My Preferences • My Notifications • My Connected Devices
Record History	<ul style="list-style-type: none"> • Record History

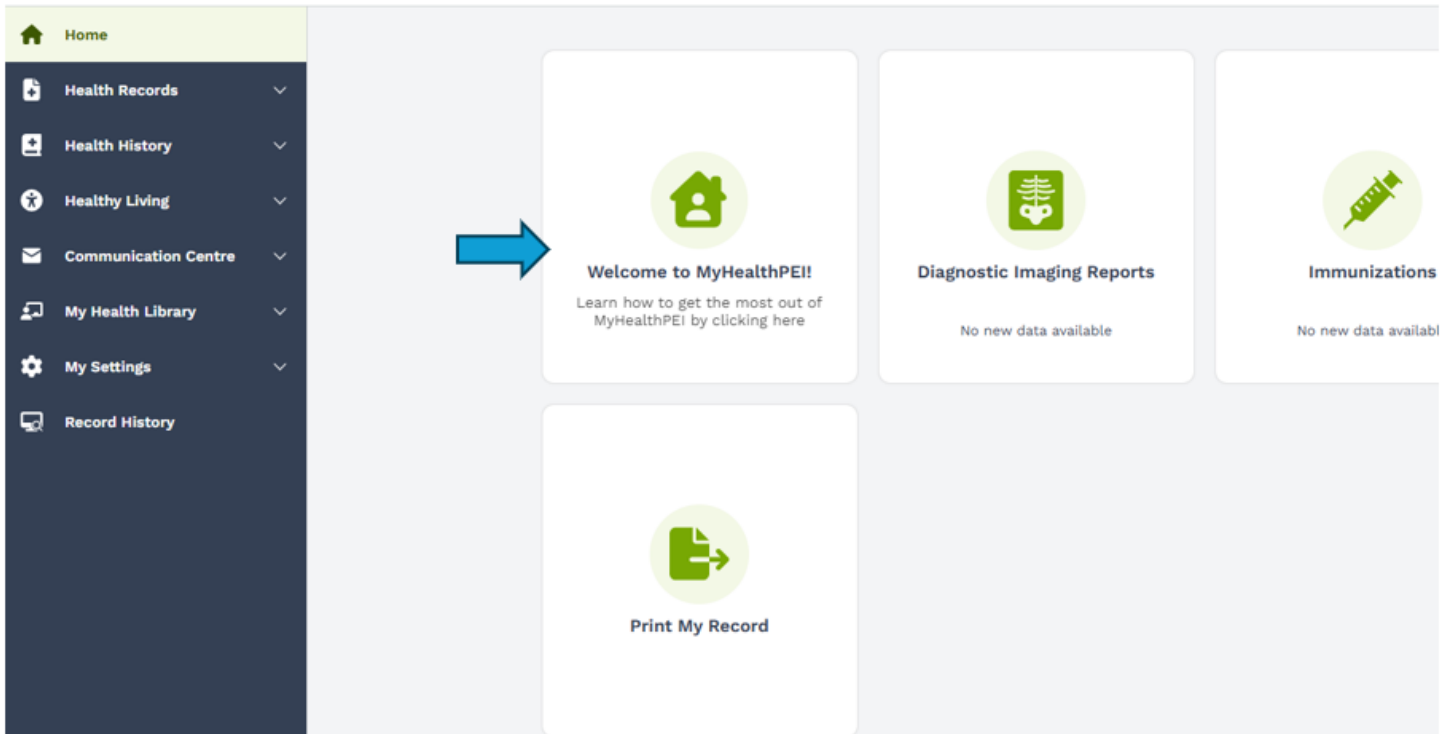
Please Note: If you are using a smaller screen (for example, a mobile device or tablet), please access the navigation menu through the “Hamburger” menu option located on the top left-hand corner of your screen. Once you click this button, the full navigation menu will appear.



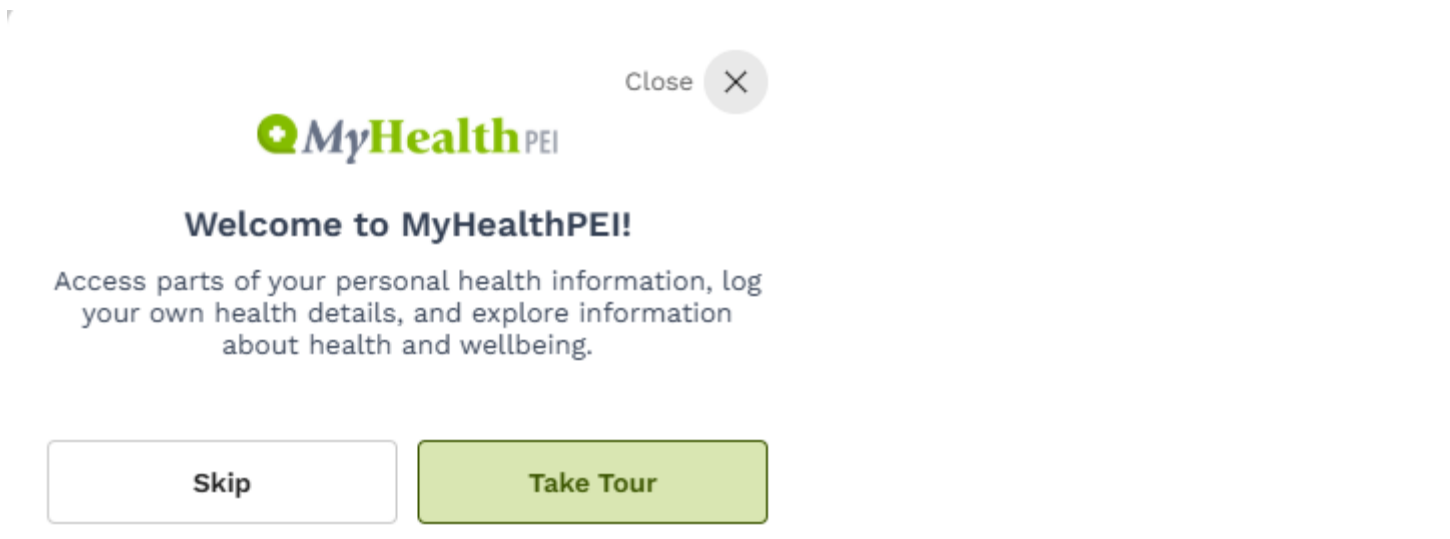
1.1 Welcome to MyHealthPEI! Guided Tour

On the main MyHealthPEI dashboard, you will see a tile titled “**Welcome to MyHealthPEI!**”. Clicking on this tile will take you on a short guided tour that will help you learn how to navigate MyHealthPEI, providing a number of useful tips and tricks along the way.

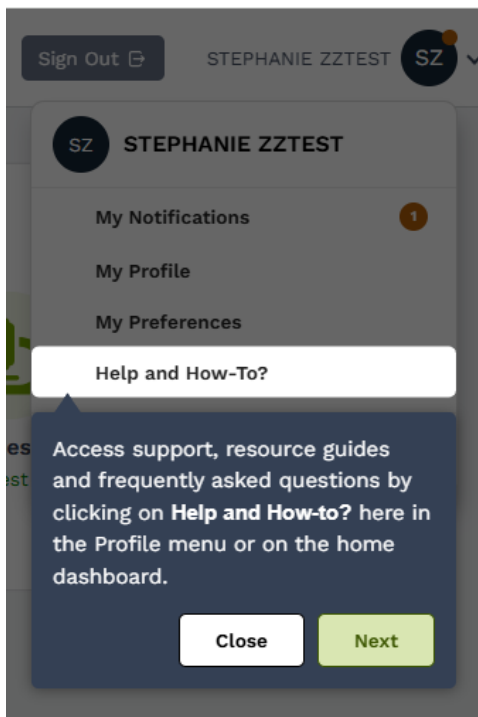
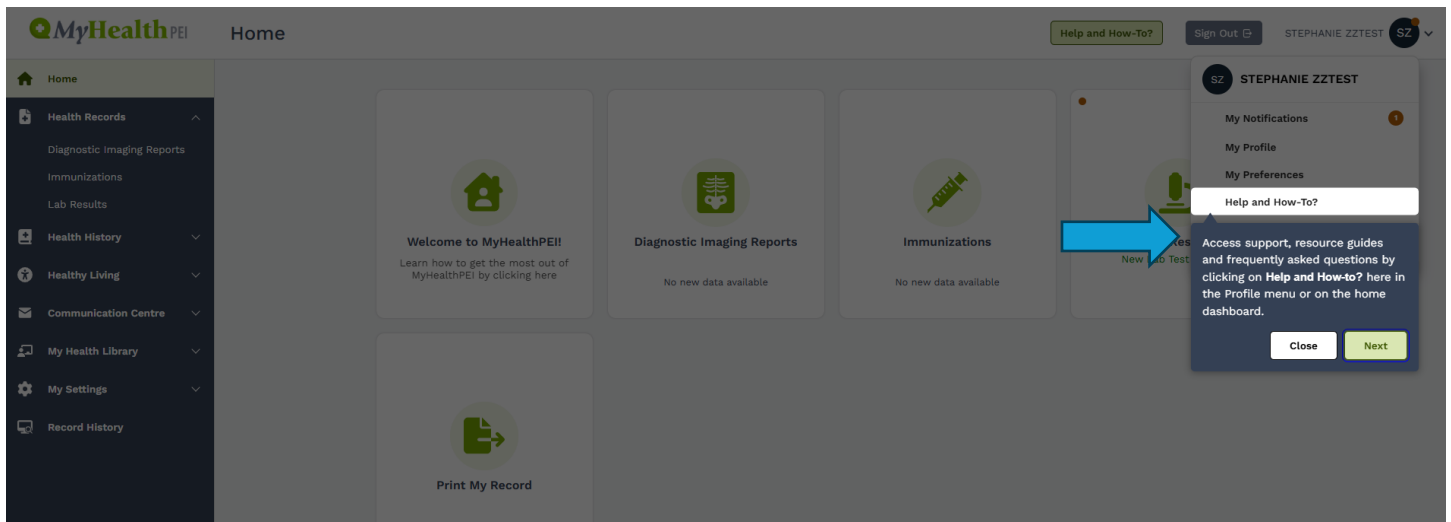
You can take this guided tour at any time – it will always be easily accessible to you on the main dashboard screen.



When you click on the **Welcome to MyHealthPEI!** tile, you will receive a message that allows you to choose to take the tour or to skip and head back to the main screen.



If you click on **Take Tour**, you will see the main screen darken with your attention being called to a number of different key features within MyHealthPEI, along with an explanation of what you can do or find through these features.

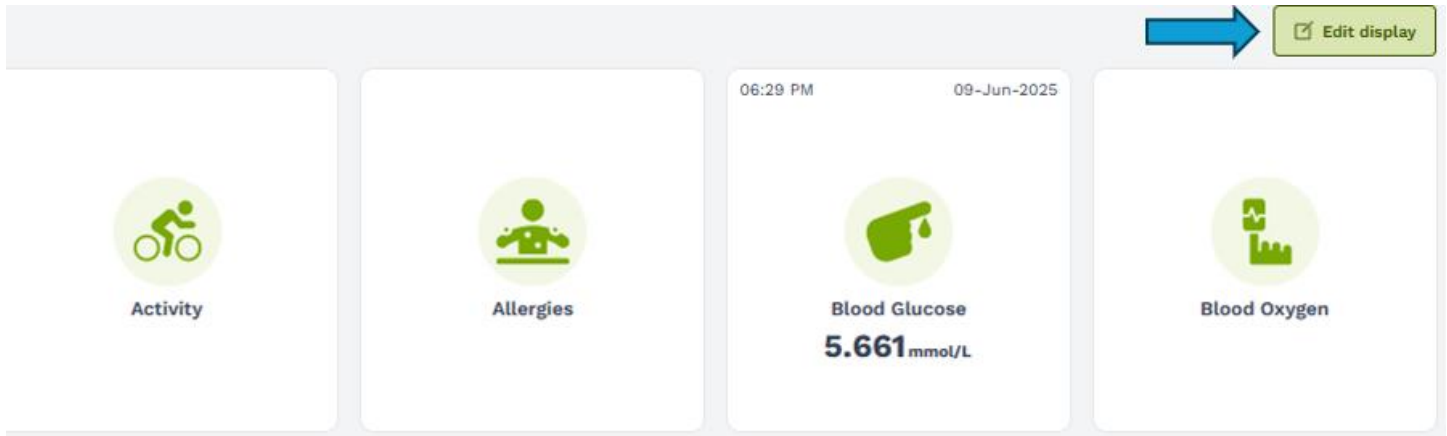


Click on the **Next** button to continue on the tour or the **Close** button if you wish to exit and return back to the main MyHealthPEI dashboard.

1.2 Adding, Removing, and Moving Tiles

To add, remove or view the tiles on the bottom area of your dashboard screen:

1. Click on the **Edit display** button on the top right-hand side.



2. Click the checkbox next to the tile to add or remove from the display. A solid in the square indicates that it is enabled and will display.



3. Use the handle in the top right corner to click, hold and drag the widget to another location within the dashboard.

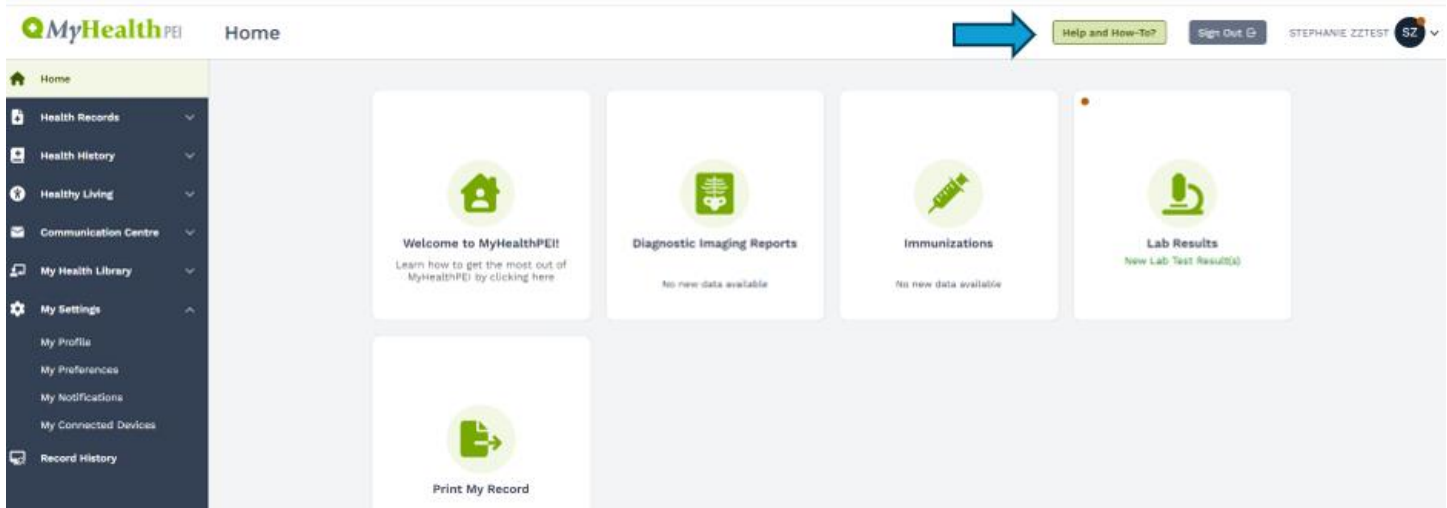


4. Click Save Display (located in the bottom-right corner of the screen) to save your changes.



1.3 Help and How-To? Button

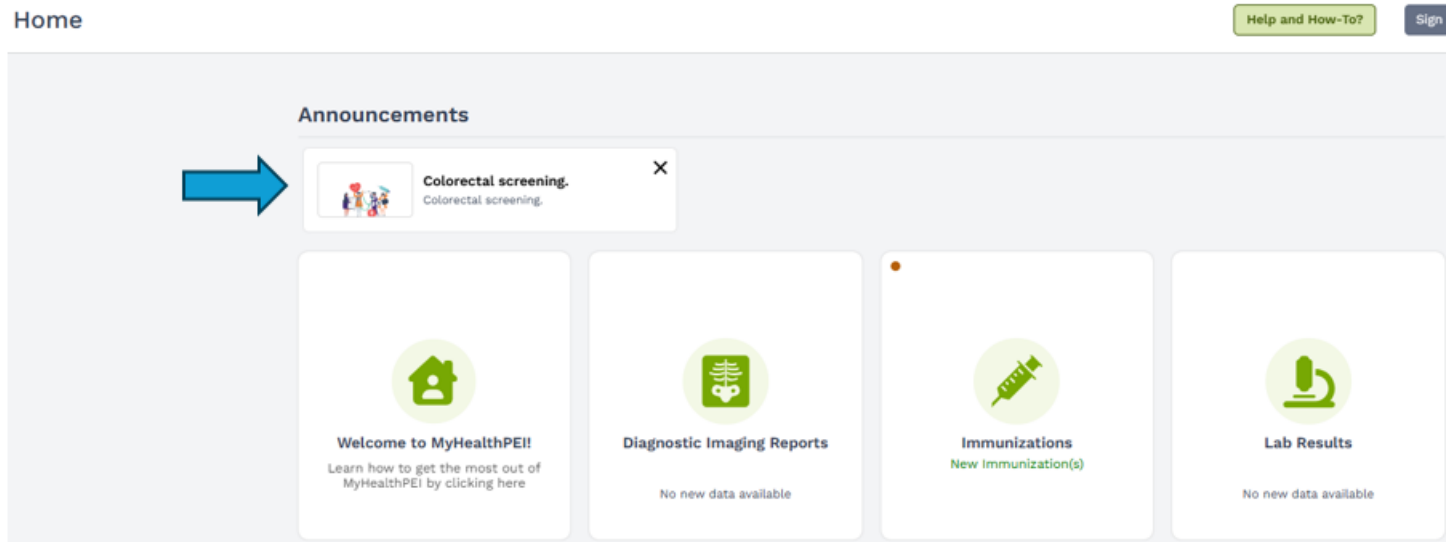
Should you need support with navigating MyHealthPEI, please click the **Help and How-To?** button on the upper right-hand corner of the page. This will take you to a page with the support contact information, along with links to the Frequently Asked Questions (FAQs) and resource guides.



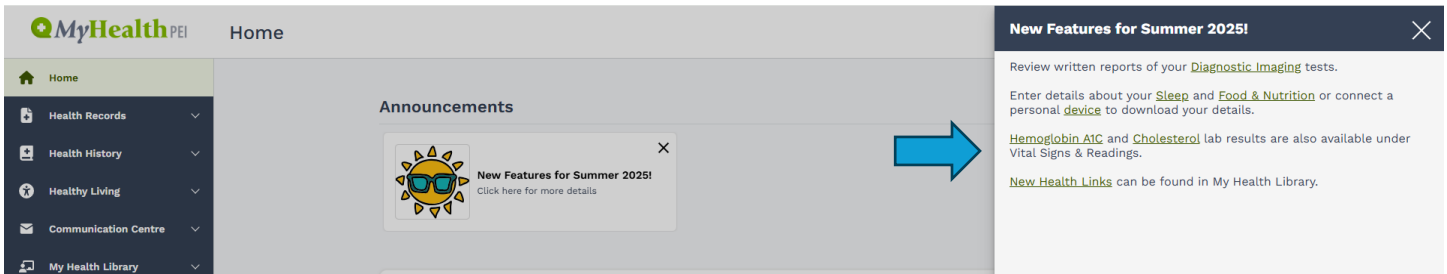
Help and How-To?

1.4 Announcements

At the top of the dashboard page, you will see a section titled **Announcements**. This section of the dashboard will be visible only when there is a new announcement or one you have not yet reviewed. Under **Announcements**, you will find more information around various health topics, including new MyHealthPEI features and details around general health-related information or events like flu season or breast cancer awareness month.



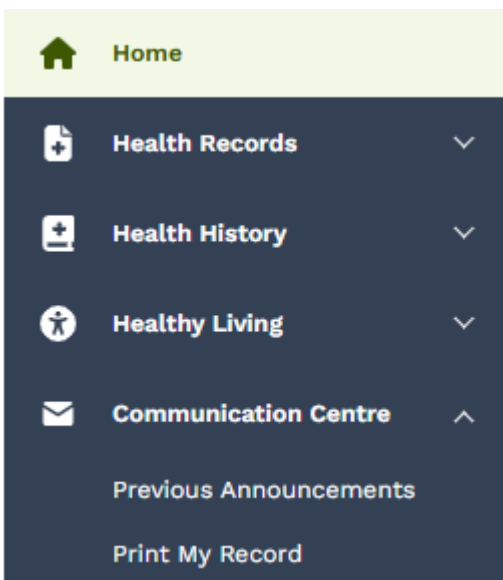
When you click on the **Announcement** tile, you will see a pop-up open on the right-hand side of your screen containing the announcement details.



In some cases, clicking on the announcement may take you away from the MyHealthPEI dashboard and to a trusted website.

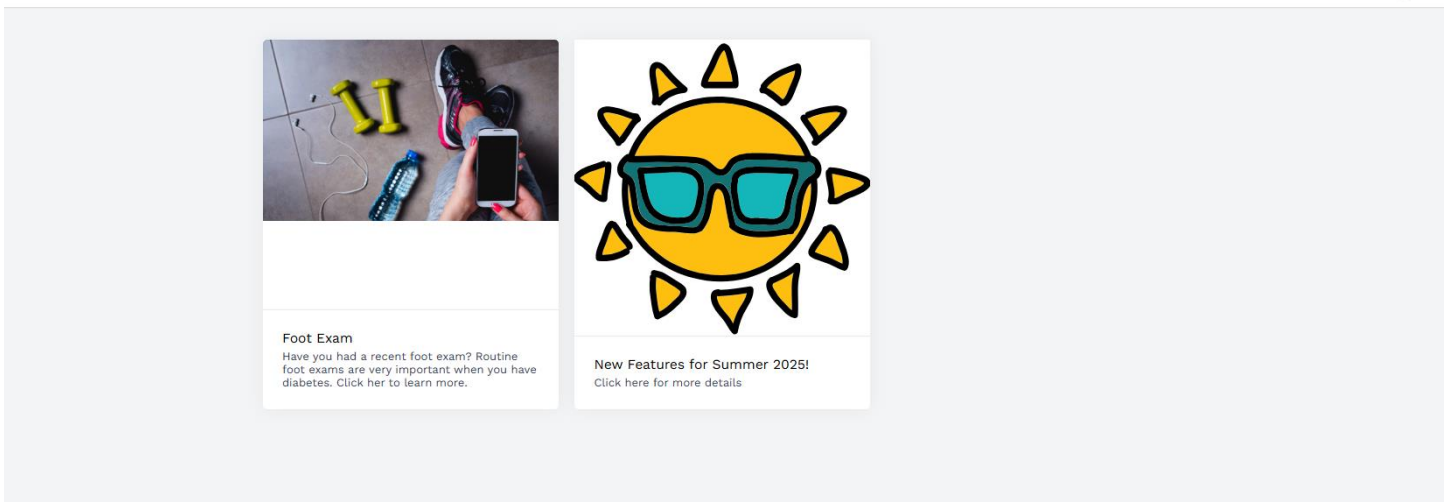
If there are no current or unread announcements, you will not see the announcements section at the top of the dashboard at all.

If you want to view previous announcements, including those that you may have dismissed, please go to the **Communication Centre** and select **Previous Announcements**.



Previous Announcements

Help and How-To? Sign Out LOIS Z2TEST CC LOIS LZ



If you wish to view the previous announcement in more detail, click on the tile and a pop-up will open on the right-hand side of your screen with the announcement details. In some cases, clicking on the announcement may take you away from the MyHealthPEI dashboard and to a trusted website.

The screenshot displays the MyHealthPEI dashboard interface. On the left, under the heading "Previous Announcements", there is a large graphic of a yellow sun wearing blue sunglasses. Below the graphic, the text reads "New Features for Summer 2025! Click here for more details". On the right side, a dark blue pop-up window titled "New Features for Summer 2025!" is open, containing the following text: "Review written reports of your [Diagnostic Imaging](#) tests. Enter details about your [Sleep](#) and [Food & Nutrition](#) or connect a personal [device](#) to download your details. [Hemoglobin A1C](#) and [Cholesterol](#) lab results are also available under Vital Signs & Readings. [New Health Links](#) can be found in My Health Library." The footer of the dashboard includes the Health PEI logo, emergency contact information (Call 9-1-1, To talk to a registered nurse Call 8-1-1), and links for "Frequent Health Contacts", "Health News", and "About MyHealthPEI". A copyright notice "©2025 MyHealthPEI" is also present.

1.5 Signing Out of MyHealthPEI


When you are ending your session, please ensure you sign out of MyHealthPEI by clicking on the **Sign Out** button on the upper right-hand corner of the MyHealthPEI Home page. Close all browser windows, not just the current tab, to ensure you are fully and securely signed out. Clear your browser's cache to ensure complete protection of your information.



Or

When you click on the down arrow beside your name, securely sign out.

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