How to Schedule Online for Your Employer Wellness Center

Follow these steps to schedule an appointment online in one of our employer Wellness Centers:

1. **VISIT MYCHART.HENDRICKS.ORG**
   Open a web browser (Internet Explorer, Chrome, Firefox, or Safari) and go to mychart.hendricks.org.

   Locate the Employer Wellness Center Appointments section on the home page and click the blue “here” hyperlink. This will take you to the scheduling page where you can search and book appointments.

2. **CHOOSE APPOINTMENT TYPE & LOCATION**
   Next, select Business Health as the Specialty.

   Then, choose the Type of Appointment you need. Enter your zip code to find locations closest to you with availability. Or, select All Locations to view all available appointments.

3. **PICK A DATE & TIME**
   Once you have found your desired location, select the date and time that works best for your schedule. The time you select will be highlighted in green.
##### COMPLETE APPOINTMENT INFORMATION
Enter a Reason for Visit. Then click Schedule It! once you have reviewed all the appointment information.

##### LOG INTO YOUR MYCHART ACCOUNT OR CHOOSE TO SCHEDULE AS A GUEST
If you already have a MyChart account, you can enter your Username and Password to finish scheduling the appointment.

If you do not have a MyChart account and would like to Schedule as a Guest, enter all the required information (noted by a red icon). Note: Insurance information is not required.

##### COMPLETE THE SCHEDULING PROCESS
Click Next when you have filled out all information on each page. The last step will be to complete the CAPTCHA verification and click Schedule It!

##### REVIEW YOUR CONFIRMATION
You will see a confirmation page with your appointment information. You can print this to keep as a reminder for your appointment.

##### STAY CONNECTED WITH MYCHART!
If you haven’t signed up for our MyChart patient portal, the process is fast, simple and secure. Ask our team at your next Wellness Center visit, or go to mychart.hendricks.org and click on “Request an Access Code.” Then, follow the steps to create your account. Questions? Call (317) 456-9060 for assistance.