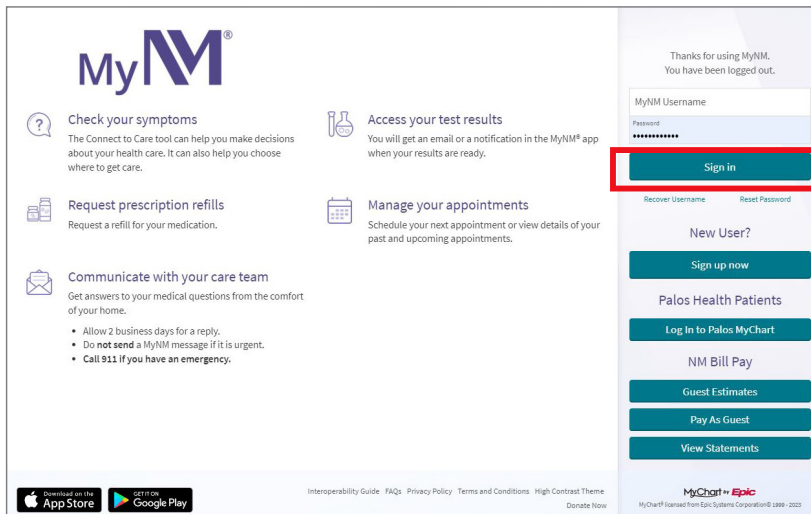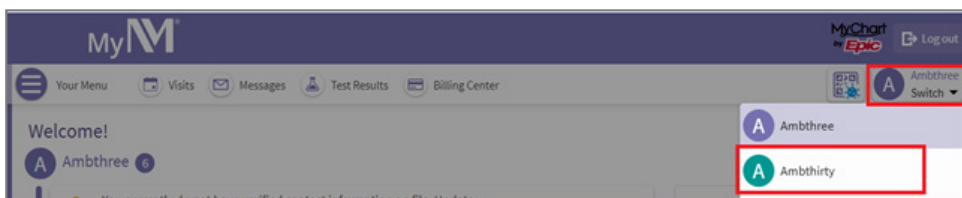![Northwestern Medicine logo]

How to Upload Imaging in MyNM

You can use Chrome, Edge or Firefox internet browsers to upload your imaging to your MyNM patient portal using your desktop computer.
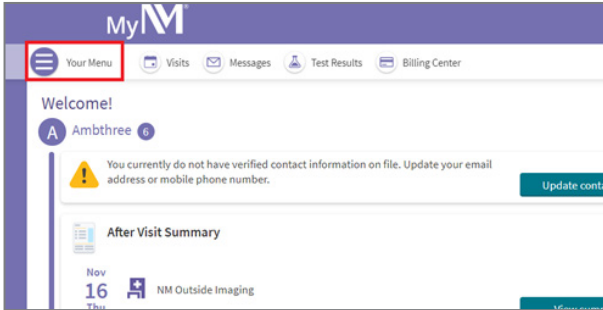
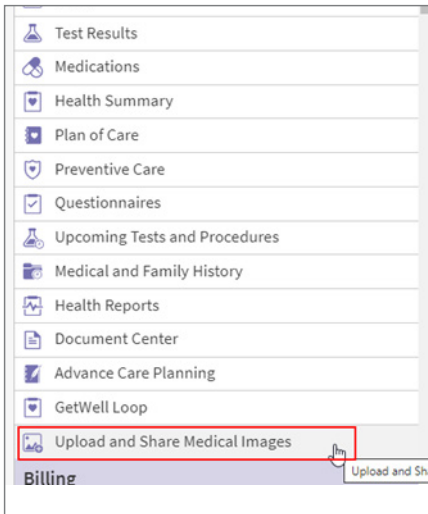❶ Go to **mynm.nm.org**. Enter your username and password. Click **Sign in**.

❷ If you have proxy access to another person's account and are uploading for that person, click on **Switch**. Select the name of the person whose images you will upload. Pay close attention to whose record you're in before you upload any images.
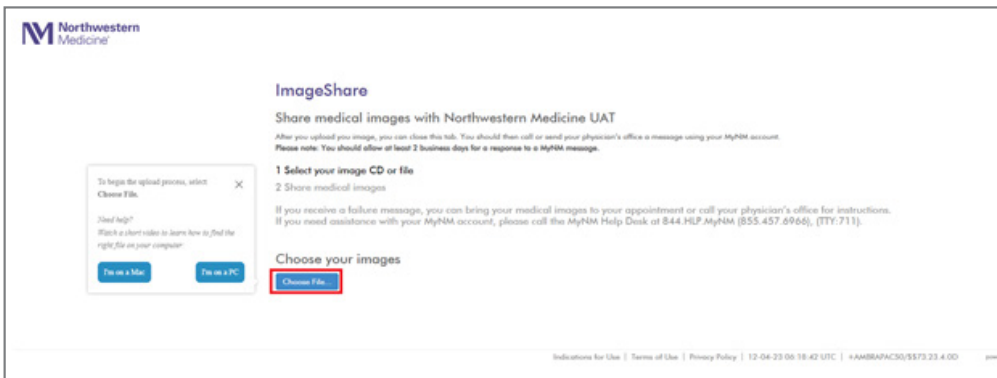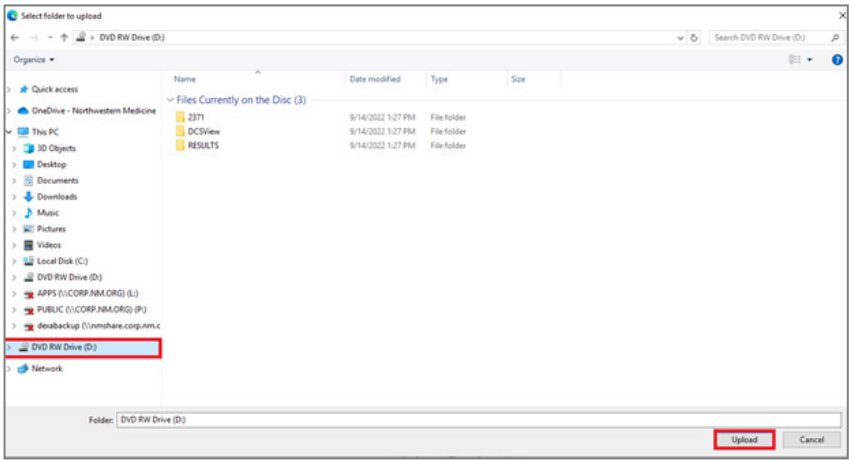
❸ Click **Your Menu**.

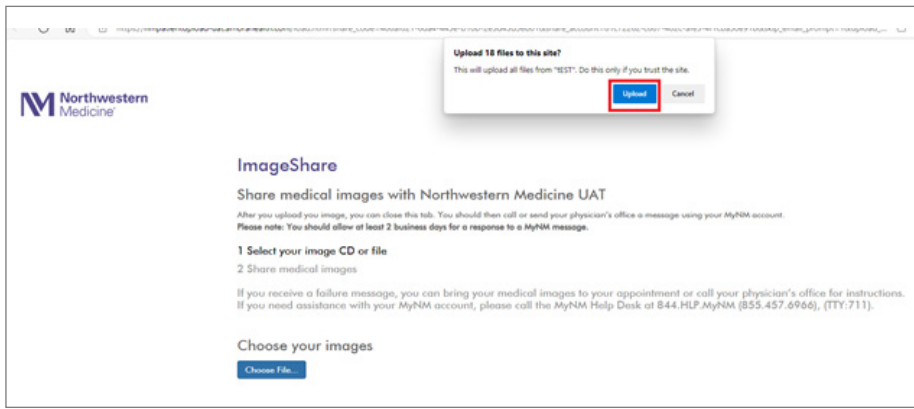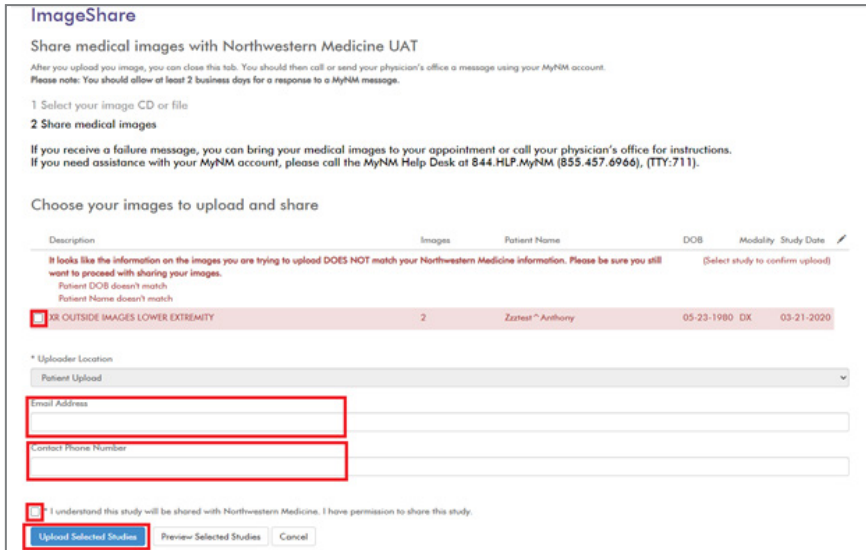❹ Click **Upload and Share Medical Images**.

❺ Click **Choose File**.

❻ Click the file location on your computer. Click on D: drive, USB, Desktop, or other folder where your files are stored. Click **Upload**.

❼ Click **Upload**.

❽ Check the box(es) to confirm the studies you want to upload. Enter your email address and phone number. Check the final box to confirm the upload. Then click **Upload Selected Studies**.

⑨ Confirm the patient name and date of birth (DOB) are correct. If it looks right to you, choose **Click here to upload your imaging**.

⑩ When you see this screen, you are done. If you have more images to upload for the same patient, click **Upload another study**.

If you need help uploading your imaging or have questions about your MyNM account, call the MyNM Help Desk at 844.HLP.MYNM (855.457.6966, TTY:711).

If you get a failure message, bring your imaging to your appointment or call your physician's office for guidance.

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