

How do I schedule the new appointment that was offered to me?

1. If you registered through 'Join the Waitlist', when someone cancels, you will get a notification that a new appointment is available.
2. Click on the notification to sign in to your MyCHart.
3. You will see the new appointment available to book as well as when the offer expires by:

The screenshot shows a notification titled "New appointment offer for IMPAC Follow Up" with a red circle around the title and a clock icon. Below the title, it says "This offer expires on Wednesday 10 April 2024 at 7:00 AM." The notification is split into two columns: "New Time" and "Existing Time".

New Time

- 🕒 7:00 AM EDT
- Wed 10 Apr**
- 📍 The Ottawa Hospital Riverside Campus - Internal Medicine
1967 Riverside Drive
Ottawa ON K1H 7W9
- 👤 With Heather Clark
- [Accept new time](#)

Existing Time

- 🕒 7:00 AM EDT
- Tue 28 May**
- 📍 The Ottawa Hospital Riverside Campus - Internal Medicine
1967 Riverside Drive
Ottawa ON K1H 7W9
- 👤 With Heather Clark
- [Keep existing time](#)


- If you like the new date and time, click on the 'accept new time.' You will get a confirmation of the new appointment and your original will automatically be canceled for you. You do not need to do anything else.







The screenshot shows a "Welcome!" header and a green success banner with a checkmark icon. The banner text reads "Success This appointment has been moved to an earlier time." Below the banner, the "New Time" details are shown:

New Time

- 🕒 7:00 AM EDT
- Wed 10 Apr**
- 📍 The Ottawa Hospital Riverside Campus - Internal Medicine
1967 Riverside Drive
Ottawa ON K1H 7W9
- 👤 With Heather Clark
- [View details](#)

- If the new date and time does not work for you, click on the "keep existing time." This keeps your original appointment. You do not need to do anything else.

 **New appointment offer for IMPAC Follow Up**
This offer expires on Wednesday 10 April 2024 at 7:00 AM.

New Time	Existing Time
 7:00 AM EDT	 7:00 AM EDT
Wed 10 Apr	Tue 28 May
 The Ottawa Hospital Riverside Campus - Internal Medicine 1967 Riverside Drive Ottawa ON K1H 7W9	 The Ottawa Hospital Riverside Campus - Internal Medicine 1967 Riverside Drive Ottawa ON K1H 7W9
 With Heather Clark	 With Heather Clark
<input type="button" value="Accept new time"/>	<input type="button" value="Keep existing time"/>

If you have any questions about scheduling an appointment yourself or need support on how to do it, you can:

1. Call MyChart support line at 613-798-5555 ext 77219
2. Email mychart@toh.ca
3. Visit MyChart page of the The Ottawa Hospital. Follow the link below or scan the QR code and follow the link to open the MyChart page
<https://www.ottawahospital.on.ca/en/patients-visitors/mychart/>



If you are concerned about your condition or treatment, call your doctor, or go to your nearest emergency department if it is an emergency.