INSTRUCTIONS FOR SENDING SECURE MESSAGES

Please follow the following steps to send a secure message.

1. Go to https://mycaltechhealth.caltech.edu
2. Log in using your access.caltech credentials
3. Enter your date of birth and click Proceed
4. Click on Messages
5. Click on New Message
6. Click on **I want to send a message about my Health Forms** and then Continue

7. Type text for subject and then body of message. Then click **Send**.
8. A health center staff person will respond to your message in a few days. If you do not receive a reply, please call the health center at 626-395-6393 or send a follow up message.