

## Register for MySaskHealthRecord

To register for MySaskHealthRecord, please use a computer for optimal experience. For follow on log ins after successful registration, computers and mobile devices (e.g. smart phones, tablets, etc.) can be used.

1. If you do not have a Saskatchewan.ca account select "Create Account".

Attention: If you already have a Saskatchewan.ca account, please skip to Step #9.

eHealth Saskatchewan	Residents	Health Care Providers	Health Data and Analytics	My SaskHealthRecord	About Us
MySaskHealthRec Abox Pagatar Heat Counce to Counce to MySaskHeat MySaskHeat For detailed instructions on how hyspaskHeat Record, Follow th Record Follow to Same to the Same to	ver (FAQs)	To register for MyS	An end of the second of the se	r: Control of the control of the co	of Sakatchwan to ses government for control with your trate Accord Paleko. A contast, or you d continue with your
		3	Validate Your PIN The final step in registering will be sent to you using th may take up to 5-10 busine Once you receive your PIN Valid	for MySaskHealthRecord is to en mailing address associated with ss days. In the mail, please click on "Valid <b>fate PIN</b>	ter your unique PIN. This your health card, and ate PIN° below.

2. Complete the following fields: First Name, Last Name, Email Address, Username and Password.

irst Name					
Aiddle Name					
Optional					
ast Name					
imail Address					
Isername					
fassword					
Show					
hoose a password at least 8 characters long.					
t must contain at least three of the following: • Uppercase (A-Z) = Lower cr. (x-2)					
• Numbers (0-9) • Special characters (such as # \$ ! @ ^ & * % etc)					
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3. Choose a four digit "Saskatchewan Support Code". This is a helpful way for the Government of Saskatchewan's customer service line to verify your Saskatchewan.ca account if you contact them for assistance.

Saskatchewan Support Code	
Choose a 4 digit code. Saskatchewan support	t codes are a helpful way for customer service to locate and verify your account when you contact us.
	Show

4. Accept the Government of Saskatchewan's "Terms of Use" by checking the "I hereby accept and acknowledge" checkbox. Next, check the "I'm not a robot" checkbox and complete the verification. Then select the "Continue" button.



5. A "Check Your Email" message will display on your screen. Upon seeing this message, sign into the email address you used to register your Saskatchewan.ca account.



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<u>Attention</u>: If you don't receive an activation email in your email inbox, please check your junk/spam folder for the activation email. If you are missing the activation email, try registering again and ensure the correct email address is entered. You can also request for the activation email to be resent by going to Saskatchewan.ca/contact-us. In the online form, enter the subject as: "Missing Activation Link" and ask that the activation link email be sent again to the registered email address.



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Full Name Email Topic Select a topic This helps us direct your messare to the most appropriate person.	ay, 8 a.m. to 5
Topic Select a topic This helps us direct your message to the most appropriate person,	
Select a topic This helps us direct your message to the most appropriate person.	
This helps us direct your message to the most appropriate person.	$\sim$
Subject of your message	

6. Open the email from *no-reply@saskatchewan.ca* titled "Activate your Saskatchewan Account" and select the "Click this link to sign in and activate your Saskatchewan Account".



7. By selecting the link to activate your Saskatchewan.ca account you will receive the following message "Your account has been successfully activated".

<u>Attention</u>: Upon receiving this message, close the Saskatchewan.ca webpage (DO NOT log in to your Saskatchewan.ca account at this time).





8. Visit eHealthSask.ca and select MySaskHealthRecord (*eHealthSask.ca/MySaskHealthRecord*). Continue with your MySaskHealthRecord registration by selecting the "Validate Identity" button at step 2.



9. Sign in to your Saskatchewan.ca account using your Saskatchewan.ca credentials.

Saskatchewan Account Logir	٦
Email or Username	A Saskatchewan Account provides simple and secure access to government online services.
Password	About Saskatchewan.ca Account Watch later Share
Forgot Password?	
Sign In	
Or	
Create Account	





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10. On the "My Services" page, select to highlight "MySaskHealthRecord" in the box on the left and move it over to the "Selected Services" box on the right, using the right arrow button.

<u>Attention</u>: If MySaskHealthRecord is not a listed service on the left box, please return to ehealthsask.ca and MySaskHealthRecord to log in again. Logging into Saskatchewan.ca directly will not show MySaskHealthRecord as a service.

y Services	account		
Link a Service	account.		
Search for a health online service Q Search for a health online service		Selected Services	
MySaskHealthRecord	0		
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**MySaskHealthRecord** 

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11. When "MySaskHealthRecord" appears in the "Selected Services" box. Select "Link Service".

My Services			
Access a range of health online services by linking them to yo	ur account.		^
Link a Service			
Search for a health online service Q			
Search for a health online service		Selected Services	
	•	MySaskHealthRecord	
	Ğ		
Link Service Cancel			



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12. Locate "MySaskHealthRecord" and select "Use Service" button.

My Services	
Access a range of health online services by linking them to your account.	*
	Edit
MySaskHealthRecord	
Access to your personal health information	
Use Service	

13. Scroll through the MySaskHealthRecord Terms and Conditions, select "I agree".

	Changes to the MrSaskHealthRecord Terms and Conditions/Health may modify these Terms and Conditions from time to time and you may be asked to accept such modified Terms and Conditions. If you do not agree to any modifications, you should stop your use of MrSasHealthRecord Your continued use of MrSasHealthRecord now, or following the posting of notice of any changes in these Terms and Conditions, will conditions all conditions and you and any subsequent modifications. You can review the most current version of these Terms and Conditions at any time at www.mysasHealthrecord.ca. <u>Context</u> Should you have any questions concerning these Terms and Conditions, please contact eHealth: eHealth Privacy Service
Accept Terms and Conditions	eHealth Saskatchevan 230 11ª Avenue Regina SK 54P 0J5
	Phone: 1-855-eHS-LINK ( <u>1-855-347-5465</u> ) Email: privacyandaccess@eHeathsask.ca
MySaskHealthRecord Terms and Conditions	iAgree

14. Review the list of "Prerequisites" for MySaskHealthRecord and select "Next".

2 Prerequisites	
To use this service we need to know a little more about you, please click "No	ext" to answer a few questions.
Has verified identity using SGI details	On-boarding required
Has verified identity using SK health card details	On-boarding required
Has verified unique PIN	On-boarding required
Has created MySaskHealthRecord account	On-boarding required
Back Next	

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15. Complete the following fields: Last Name, Given Names, Customer Number and Validation Number to verify your SGI photo ID details and select the "Consent to Disclose" checkbox. Then select "Next". Your last name **must match** on both the SGI photo ID and the Saskatchewan Health Card. Enter your full given names as seen on your SGI photo ID. This may include a middle initial or middle name.

<u>Attention</u>: If registration fails at SGI, you must contact SGI to verify your information. Please ensure the SGI photo ID is not expired, and is the most recent issued ID.

Validate Your Account	
Use your Saskatchewan Government Insurance (SGI) Issued Identifica strictly used for validation of this service.	tion to validate your eHealth Account. Your personal information is
SGI Validation Details	Finding your Customer Number
Enter your Name, Customer Number and Validation Number as it	You can find the Customer Number on the front of your SGI-Issued
appears on your SGI Driver's Licence or SGI Non-driver Photo ID.	Driver's Licence or identity Card (see 1 below).
Last Name	Saskatchéwáň 🚜 driver's licence
Given Names	SAMPLE SAMPLE SPECIMEN
Customer Number	Thru carrett 2515 XIG at the TS were the
Validation Number	Finding your Validation Number
	For cards issued before April 2016
	You can find the Validation Number on the front of SGI-Issued
Consent to Disclose:	Driver's Licence or identity Card (see 2 above).
	For cards issued after April 2016
I consent to the disclosure of my SGI issued driver's licence or	You can find the Validation Number on the back of SGI-Issued
photo ID Information to enable the Government of Saskatchewan to validate Saskatchewan.ca Account. I	Driver's Licence or identity Card (see below).
understand that the Government of Saskatchewan will not	
retain my driver's license or photo ID information as provided for this purpose. The Government of Saskatchewan will only	
retain confirmation that I am 18 or over and a resident of	CLASS: Charles were able MIW2345790 official and the
saskatcnewan. I certify that the driver's license of photo ID Information provided is my personal information.	Nedawyin Line Landowski Kata
	Versien Runner 1988 Alle 14 driver's licence

16. Verify your Health Card information and select "Next". Please ensure you enter your full name. Do not use initials or short from names. Also, please do not add spaces in the Health Card number or postal code.

**Attention:** Your information will be verified to details on your Health Card file. If changes are required to your health information visit eHealthSask.ca/residents/health-cards.

You must allow 24 hours for changes to take affect before continuing with your registration.

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2 Prerequisites						
The following information must match the	the following information must match the information associated with your Saskatchewan health card.					
Please note that longer names may be shortened to fit on Saskatchewan health cards. For example, the name MaryAnne Poppins may display on the health card as "MaryAn Poppin", but "MaryAnne Poppins" should be used to complete the fields below.						
If you need to update your Saskatchewan hea cards/Pages/Update-or-Replace-a-Health-Ca	If you need to update your Saskatchewan health card information, you can visit <u>https://www.ehealthsask.ca/residents/health- cards/Pages/Update.or.Replace.a-Health-Card.asox</u> Please allow at least 24 hours for any updates or changes to take effect.					
First Name						
Middle Name	Middle Name					
Optional	Optional					
Last Name						
Date of Birth (yyyy-mm-dd)	Health Card Number	Phone Number				
yyyy-mm-dd		Optional				
Mailing Address						
City / Town / RM	Postal Code / ZIP Code	Province				
Back Next		<b>`</b>				

17. Once your health information has been verified you will receive the following message below:

2 Prerequisites
Thank you for your registration. A PIN will be sent to the mailing address associated with your Saskatchewan health card. Once you receive your PIN, please return to <u>eHealthSask.ca</u> to complete Step #3 of your MySaskHealthRecord registration. Estimated delivery of your PIN is 5- 10 business days, and the PIN will be valid for 30 days.
PIN Back Next

eHealth Saskatchewan will send a letter with a PIN to the mailing address that is on your Health Card file. This will be sent via Canada Post. You may select "Sign Out" and wait to receive the letter in the mail.

**Attention:** If you do not receive the PIN after 10 business days, please contact the support line. \*\* PINS will not be provided over the phone. If a NEW PIN is required, eHealth staff will advise when your account is ready and you will be required to complete the health card form again.

\*Mail sent from eHealth has "do not forward" indicators on the envelopes, if you are forwarding your mail through Canada Post, it will be returned to eHealth as undeliverable.





## After receiving your PIN in the mail complete the following steps:

18. Visit eHealthSask.ca and select MySaskHealthRecord (*eHealthSask.ca/MySaskHealthRecord*). Continue with your MySaskHealthRecord registration by selecting the "Validate PIN" button at step 3.

To register for M	/SaskHealthRecord, you must:
18+	
Be 18 years of age or older; AND	Have a valid Have an active Have your own Stil driver's licence er Saskatchewan health individual email address. Stil photo ID card; AND card; AND
	Create a Saskatchewan.ca Account
1	eHealth Saskatchewan has partnered with the Government of Saskatchewan to provide citizens with a single username and password to access government services, including MySaskHealthRecord. In order to register for MySaskHealthRecord, you must create a Saskatchewan.ca account.
	To create your Saskatchewan.ca account, please click on "Create Account" below.
	IMPORTANT: Once you have activated your Saskatchewan.ca account, or if you already have an account, please return to eHealthSask.ca and continue with your MySaskHealthRecord registration at Step #2 below.
	Create Account
	Validate Your Identity
2	In order to register for MySaskHealthRecord, you will need to validate your name, date of birth, Saskatchewan residency and Health Services Number (HSN) using your SGI driver's licence or SGI photo ID card as well as your Saskatchewan health card.
	To start your identity validation process, please click on "Validate Identity" below.
	Validate Identity
	Validate Your PIN
3	The final step in registering for MySaskHealthRecord is to enter your unique PIN. This will be sent to you using the mailing address associated with your health card, and may take up to 5-10 business days.
	Once you receive your PIN in the mail, please click on "Validate PIN" below.
	Validate PIN

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19. In the "My Services" page, select "Use Service" on the MySaskHealthRecord service card.

ly Services	
Access a range of health online services by linking them to your account.	~
	Edit
MySaskHealthRecord	
Access to your personal health information	
Use Service	
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20. Scroll through the MySaskHealthRecord Terms and Conditions, select "I agree".



21. Review the list of "Prerequisites" for MySaskHealthRecord and select "Next".

2 Prerequisites	
To use this service we need to know a little more about you, please click *	Next" to answer a few questions.
Has verified identity using SGI details	Saskatchewan Government Insurance
Has verified identity using SK health card details	9
Has verified unique PIN	On-boarding required
Has created MySaskHealthRecord account	On-boarding required
Back Next	

22. You will now be ready to enter your PIN. Enter the PIN and select "Next". \*You may dispose of the one-time use PIN.

2 Prerequisites
Thank you for your registration. A PIN will be sent to the mailing address associated with your Saskatchewan health card. Once you receive your PIN, please return to <u>eHealthSask.ca</u> to complete Step #3 of your MySaskHealthRecord registration. Estimated delivery of your PIN is 5-10 business days, and the PIN will be valid for 30 days.
PIN
Back Next

23. Upon entering your PIN, the following "Account Activity" message will be displayed. Read and select "Next".





2 Prerequisites
Account Activity eHealth Saskatchewan will send a reminder to your primary email address on file upon any changes to your MySaskHealthRecord access.
If you do not login to your MySaskHealthRecord account for a thirteen month period, your account will be suspended. You will be required to phone the Help Desk at 1-844-767-8259 to reactivate your account.
If you do not login to your MySaskHealthRecord account for a further six months following account suspension, your account will be terminated and any data associated with your MySaskHealthRecord will be removed.
All questions associated with MySaskHealthRecord account suspensions and terminations should be directed to the Help Desk at 1-844-767- 8259.
Back Next

24. You will receive confirmation that all the prerequisite information is complete. Select "Next".

2 Prerequisites	
Thank you, we have all the details we need. Please click "Next" to con	itinue.
Has verified identity using SGI details	Saskatchewan Government Insurance
Has verified identity using SK health card details	
Has verified unique PIN	
Has created MySaskHealthRecord account	
Back Next	

25. Select "Next" at the "Notification Settings" page.



3 Notificatio	on Settings
Please let us know how yo sent in these messages.	u would like to be alerted to any notifications regarding your account. No private or sensitive information will be
By Email	
By SMS	
Back Nex	

26. Your MySaskHealthRecord application is now complete. Select "Apply".

Accept Terms and Conditions
Prerequisites
Notification Settings
4 Your application has been completed
Back Apply

27. Under the heading "Tasks" select "View MySaskHealthRecord".

**Attention:** eHealth will start producing the health information for your MySaskHealthRecord Account. This may take up to 24 hours.

eHealth Account / Service Tasks	
MySaskHealthReco	ord
Access to your personal health information	
Linked on: September 5, 2019	
Tasks	Tasks
Notifications	MySaskHealthRecord
Terms and Conditions	
Contact Us	Unlink Service "Unlink Service" removes the service from your account. This will not delete your MySaskHealthRecord data.
MySaskHealthRecord Support	

28. You will now have access to MySaskHealthRecord to view your personal health information.





MySaskHealthRecord	Saskatchewan 💋			? Need Help:	2 🌣 Account	~	Welcome 🕐 Sign Out
	HOME	PERSONAL DASHBOARD	MEDICAL RECORD	PERSONAL HEALTH SUMMARY	MEASUREMENTS		SCHEDULING
٢							
	Welcome MySaskHealthRecord gives you instant a	ccess to your medical information and perso	onal health records. To help you get started,	please select from one of the icons below t	o view or enter your data.		
	Clinical Visit History	Laboratory Test Resu	its Medical Im	iging Reports	immunization History		Prescription Fill History
	Recently Added Data Recently Added Data displays the date new in No records found	formation was uploaded to your MySaskHealthRec	ord.	^	Warning The health information only, and should not b The information you er	on the MySask e interpreted as nter in the MySa	cHealthRecord site is for your information s medical advice or used for self-diagnosis, askHealthRecord will not be viewed by your
	Modical Cumman			^	health care professiona professional or dial 9-1	al. In case of em I-1.	nergency, please contact your health care







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## Logging in to MySaskHealthRecord

1. Visit eHealthSask.ca and select MySaskHealthRecord (eHealthSask.ca/MySaskHealthRecord).



2. Select the "Log In" button to log in to your MySaskHealthRecord account.



3. Log in using your Saskatchewan.ca credentials.

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4. In the "My Services" page, select "Use Service" on the MySaskHealthRecord service card.



5. Under the heading, "Tasks" select "View MySaskHealthRecord".

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MySaskHealthRecc	rd				
access to your personal health Information					
Inked on: September 5, 2019					
<u>Tasks</u>	Tasks				
Notifications Terms and Conditions	MySaskHealthRecord View MySaskHealthRecord				
Contact Us	Unlink Service "Unlink Service" removes the service from t	rour account. This will not delete	your MySaskHealthRecord data.		
AySaskHealthRecord Support					
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6. You will now have access to MySaskHealthRecord to view your personal health information.

MySaskHealthRecord	Saskatchewan 💋			? Need Help?	C Account	~	Welcome 🕐 Sig	n Out
	HOME	PERSONAL DASHBOARD	MEDICAL RECORD	PERSONAL HEALTH SUMMARY	MEASUREMENTS		SCHEDULING	
٢								
	Welcome MySaskHealthRecord gives you instant access to your medical information and personal health records. To help you get started, please select from one of the icons below to view or enter your data.							
	Clinical Visit History	Laboratory Test Resu	Its Medical Im	aging Reports	Immunization History		Prescription Fill History	
	Recently Added Data Recently Added Data displays the date new information was uploaded to your MySaskHealthRecord. No records found			^	Warning The health information on the only, and should not be interp The information you enter in t health care professional. In car		skHealthRecord site is for your information as medical advice or used for self-diagnos SaskHealthRecord will not be viewed by yn wergency, please contact your health care	s. bur
1				^	professional or dial 9-1	-1.		