



BDM PHARMACY INFORMATION SYSTEM ACCOUNT REQUEST FORM

- ▶ Call the Service Desk 1-888-316-7446 (local 306-337-0600) if you are unclear about any fields below.
- ▶ The Service Desk will complete the request within two days from receiving the request.

Return to: Fax Number: 306-781-8480

Email: servicedesk@ehealthsask.ca

User Information

Type of request (check one): New user Change in user type Remove

Full Name (including middle initial): _____ Work Phone #: _____

Active Directory Sign-on Name: _____ Working Title: _____

Email Address: _____ Health Region: _____

Facility Name(s): _____

Environment Production User Acceptance (UAT)

Access Requested

Super User Pharmacist SAP/TB Role
 Technician Inventory Technician Other _____

Service Authorization

User's signature: _____ Date (YY/MM/DD) _____

I acknowledge that the subscriber is permitted access to the selected services. **Date access is required:** _____
Date (YY/MM/DD)

Manager's Information

Name: _____ (please print) _____ Work Phone Number _____

Signature: _____ Date (YY/MM/DD) _____

Authorized Approver's Information

Name: _____ (please print) _____ Work Phone Number _____

Signature: _____ Date (YY/MM/DD) _____

If you need the name of an authorized approver, please call the Service Desk 1-888-316-7446 (local 337-0600)

The most recent version of this form can be downloaded at: <http://www.ehealthsask.ca/forms>

Super User: Full access to files/reports/functions in the system. No access to global settings affecting other regions.

Pharmacist - Access to Pharmacist Functions. No access to the Following: Stock Setup, Catalogue, System Setup, Security.

SAP/TB Tech- Access to Technician Functions. No access to the Following: System Setup, Security, Interfaces.

Technician Role - Access to Technician Functions. No access to the following: Stock Setup, Catalogue, System Setup, Security.

Inventory Technician - Access to Technician Functions, Catalogue, Stock Setup. No access to the following: Security, System Setup.