



LABWARE LIMS 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

User's Full Name printed:		Work Phone #:	
Working Title:		Email Address:	
Facility Name:		District/Branch/Unit:	
Role Required:			

Environment: Production User Acceptance Test (UAT) Test

Access Required: Environmental Lab Clinical Lab Chart Runner Freezerworks

Datamart Access Request: limsclin_data_mart

Datamart Environment: Production User Acceptance Test (UAT) Test

LabWare Laboratory Information Management System (LIMS) User's Agreement

General Agreement

- As a user of the LabWare LIMS System, I recognize the importance of securing personal health information.
- I agree to utilize the information included in the LabWare LIMS System for the purposes of providing health care services or as authorized by the User Organization, and in accordance with The Health Information Protection Act.
- I recognize that the use of this data for unauthorized or unlawful purposes is strictly prohibited and is subject to prosecution by the Government of Saskatchewan or its agents.

Workstation Security

- I agree to keep secure all data available to me in the LabWare LIMS System. I will not allow unauthorized users to access this information.
- I will keep private all passwords associated with the system.
- I have secured my workstation with a screen-saver password to assure security should I leave my machine for an extended period of time.

All Clinical Lab accounts will be granted access to PRSView data through the LabWare LIMS application. The use of PRSView data must be done on a 'need to know' basis for the purposes of: supporting the identification and registration of persons seeking or receiving health care services; supporting the accurate and timely management of client identification data within health care systems; and/or verifying health and program coverage eligibility.

Note: for Clinical Lab accounts only, access to Newborn Notification System data may be required. Authorization for this access must be granted before account request is processed.

Newborn Notification System Service Authorization

Authorized Approver's Information Requires data access to Newborn Notification System

Name: _____
(please print) Work Phone Number

Signature: _____
Date (YY/MM/DD)

LabWare LIMS Service Authorization

I acknowledge that the subscriber is permitted access to this service and has signed the LIMS Security Questions and Service Access Form.

Date access is required:_____
Date (YY/MM/DD)**Manager's Information**

Name:

(please print)_____
Work Phone Number

Signature:

Date (YY/MM/DD)**Authorized Approvers'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 306-337-0600)

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