

MEDICAL IMAGING ACCOUNT REQUEST FORM (RIS - PACS - PS360)

If you are unclear about any fields below, call the Service Desk at 1-888-316-7446 or 306-337-0600. The Service Desk will complete the request within five business days from receiving the request. **Email form to:** servicedesk@ehealthsask.ca

For Medical Imaging Professionals of the Saskatchewan Health Authority (SHA), the Saskatchewan Cancer Agency, or Private Practices that require access to Radiology Information System (RIS), Picture Archiving and Communications System (PACS), and Powerscribe 360 (PS360). **A network account is required if not already provisioned.**

End User Information

Type of request (check one):	<input type="checkbox"/> New User	<input type="checkbox"/> Change in User Type	<input type="checkbox"/> Remove
Environment:	<input type="checkbox"/> Production	<input type="checkbox"/> EFQ	<input type="checkbox"/> R1Q
Date Access Required: (MM/DD/YY)			_____
User's FIRST Name	LAST Name:		CPSS#: _____
Email Address:	_____		Work Phone #: _____
Network Account Username:	_____		Network Account Required

Work Place Information

Primary SHA Facility Name and Location: _____

Private Practice Name and Location: _____

PACS Access Required (select only one from below)

<input type="checkbox"/> Technologist	<input type="checkbox"/> Radiologist	<input type="checkbox"/> Surgeon
<input type="checkbox"/> Technologist Super User	<input type="checkbox"/> Point of Care Provider	<input type="checkbox"/> Specialist / ER Physician
<input type="checkbox"/> Film Librarian	<input type="checkbox"/> Point of Care Provider (iExport)	<input type="checkbox"/> SHA System Admin
<input type="checkbox"/> Health Privacy Analyst	<input type="checkbox"/> Health Data Management	
VPN ACCESS:	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	<input type="checkbox"/> Health PACS Administrator (BA and Apps Only)	

PS360 Access Required (select only one from below)

<input type="checkbox"/> Site Admin	<input type="checkbox"/> Radiologist / Attending	<input type="checkbox"/> Resident / Fellow
<input type="checkbox"/> Transcription / Editor		
Other (please specify):	_____	

RIS Access Required (select only one from below)

DBC:	<input type="checkbox"/> Discern Charge Services*	<input type="checkbox"/> Charge Services*	<input type="checkbox"/> Health Records	<input type="checkbox"/> RadNet*
	<input type="checkbox"/> Scheduling Management	<input type="checkbox"/> SHA DBC Charge Services (w/Discern)	<input type="checkbox"/> SHA DBC Charge Services	
RadNet:	<input type="checkbox"/> Clerk	<input type="checkbox"/> Health Records Clerk	<input type="checkbox"/> Film Librarian	<input type="checkbox"/> Read Only Office
	<input type="checkbox"/> Nurse	<input type="checkbox"/> Transcription	<input type="checkbox"/> Transporter	
	<input type="checkbox"/> Hybrid Tech Plus*	<input type="checkbox"/> Mammography Technologist*	<input type="checkbox"/> Radiology Technologist*	
	<input type="checkbox"/> Obstetrician*	<input type="checkbox"/> Supervisor*	<input type="checkbox"/> Radiologist**	
Hybrid:	<input type="checkbox"/> Office	<input type="checkbox"/> Office Plus	<input type="checkbox"/> Porter	<input type="checkbox"/> Tech*
				<input type="checkbox"/> Tech Plus*
eHealth:	<input type="checkbox"/> Data Management	<input type="checkbox"/> Service Desk		

Other Access Type (please specify): _____

* need to add to Radiology Technologist usergroup

** need to add to Radiologist usergroup

RIS Facility Access (check Add or Remove for all applicable facilities)		Add Scheduling Books for Selected Facilities	
Cypress Add Remove Cypress Regional Hospital (Swift Current) Herbert & District Integrated Facility Leader Integrated Facility		Add Remove Shaunavon Hospital & Care Centre Southwest IHC Facility (Maple Creek)	
Five Hills Add Remove Assiniboia Union Hospital Dr. F.H. Wigmore Regional Hospital (Moose Jaw)		Add Remove St. Joseph's Hospital (Gravelbourg)	
Heartland Add Remove Biggar Hospital and District Health Centre Davidson Health Centre Kerrobert Integrated Health Centre Kindersley Hospital and District Health Centre		Add Remove Outlook and District Health Centre Rosetown Health Centre Unity and District Health Centre Wilkie and District Health Centre	
Kelsey Trail Add Remove Athabasca Health Facility (Black Lake) Carrot River Health Centre Hudson Bay Health Care Facility Kelvington and Area Hospital		Add Remove Melfort Hospital Nipawin Hospital Porcupine Carragana Hospital Tisdale Hospital	
Keewatin Yatthé Add Remove La Loche Health Centre		Add Remove St. Joseph's Health Centre (Ile a la Crosse)	
Mamawetan Churchill River Add Remove La Ronge Health Centre			
Prince Albert Parkland Add Remove Parkland Integrated Health Centre (Shellbrook) Spiritwood & Distract Health Centre		Add Remove Victoria Hospital (Prince Albert)	
Prairie North Add Remove Battlefords Union Hospital (North Battleford) Lloydminster Hospital Maidstone Health Complex		Add Remove Meadow Lake Hospital Riverside Health Complex (Turtleford) Saskatchewan Hospital (North Battleford)	
Regina Qu'Appelle Add Remove All Nations Healing Hospital (Fort Qu'Appelle) Balcarres Integrated Care Centre Broadview Union Hospital Grenfell Health Centre Indian Head Union Hospital Long Lake Integrated Facility (Imperial) Montmartre Health Centre Pasqua Hospital (Regina)		Add Remove Population and Public Health (Regina) Regina General Hospital Southeast Integrated Care Centre (Moosomin) St. Joseph's Integrated Care Centre (Lestock) Urgent Care Centre (Regina) Wascana Rehabilitation Centre (Regina) Whitewood Community Health Centre Wolseley Memorial Union	
Saskatoon Add Remove Humboldt District Health Complex Lanigan Hospital Rosthern Hospital Royal University Hospital (Saskatoon) Saskatoon City Hospital Saskatoon Health Region - Community		Add Remove St. Paul's Hospital (Saskatoon) Wadena Hospital Wakaw Primary Health Centre Watrous Hospital Wynyard Integrated Hospital	

Sun Country

Add Remove

Weyburn General Hospital
 St. Joseph's Hospital - Estevan
 Arcola Health Centre
 Galloway Health Centre - Oxbow

Add Remove

Redvers Health Centre
 Kipling Integrated Health Centre
 Radville Marion Health Centre

Sunrise

Add Remove

Yorkton Regional Health Centre
 St. Peter's Hospital - Melville St.
 Anthony's Hospital - Esterhazy

Add Remove

Canora Hospital
 Kamsack Hospital & Nursing Home
 Preeceville Hospital

RIS Proxy Information

Radiologist

Resident

Remote Radiologist (does not use eHS PS360)

Radiologists to allow proxy for: (attach list if needed)

Radiologists to allow proxy by: (attach list if needed)

Private Practice Only: PACS Users MUST SIGN this Joint Services / Access Policy Confirmation

I acknowledge I have access to the following. (Please confirm by placing a checkmark in the appropriate boxes):

PACS Joint Services / Access Policy.

Preparing Your Medical Practice for HIPA and PIPEDA.

eHealth Security Policy.

AVAILABLE AT: <https://www.ehealthsask.ca/services/PACS/Pages/Register-Pacs-Account.aspx>

I acknowledge that I understand that I am legally bound by, and agree to comply with, the PACS Joint Services/ Access Policy.

Name (print):

Date Signed:

Signature:

(MM/DD/YY)

Approval Section

Manager/Supervisor/Licensed Practitioner (if applicable)

Name (print):

Date Approved:

Signature:

(MM/DD/YY)

Authorized Approver (required)

I acknowledge that the User is permitted access to the selected services. **If PACS is selected, I acknowledge that the User has read the PACS Joint Services / Access Policy and understands their responsibilities and the appropriate use of PACS as described in the Joint Services / Access Policy as well as their obligations under HIPA.** I further acknowledge that I understand my obligations under HIPA.

Name (print):

Date Approved:

Signature:

(MM/DD/YY)

NOTE: All SHA requests must be sent from the Approver's SHA email account to servicedesk@ehealthsask.ca.