

SHA Patient Booking System (Q-Flow) User Guide

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Acronym List

eHS	eHealth Saskatchewan
SHA	Saskatchewan Health Authority
SHAPBS	Saskatchewan Health Authority Patient Booking System

Review History

Reviewed by	Review Date	Reason
<i>eHS KM Team Lead</i>	<i>March 15, 2021</i>	<i>Vaccine Clinic Support</i>

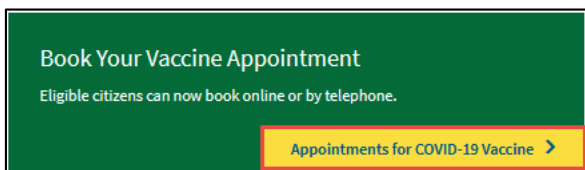
Version History

Version	Implemented by	Revision Date	Approval	Reason
<i>1.0</i>	<i>KBA – Matchett</i>	<i>March 12, 2021</i>	<i>KJ – KM Team Lead</i>	<i>Vaccine Clinic Support</i>
<i>2.0</i>	<i>KM TL – Jewsbury</i>	<i>March 15, 2021</i>		

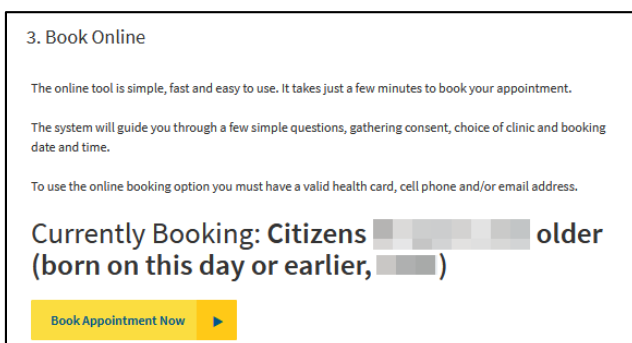
Log In to & Booking / Password Usage

1. Log In & Book Appointment

- a. Patients can be booked using the website: <https://www.saskatchewan.ca/COVID19-vaccine>.
- b. Click **Appointments for COVID-19 Vaccine**.



- a. Click **Book Appointment Now** under the 'Book Online' section.



- b. When taken to the 'Welcome to the SHA Patient Booking System' screen, click **I agree**.
- c. Enter the patient's **Health card number** and **Date of Birth**.
- d. Click **Next**.

2. Password Usage

- a. The Q-Flow Patient Booking System does not use traditional passwords. Access is granted based on the patient's Healthcard (HSN number).

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Frequently Asked Questions & Additional Information

1. Link to Frequently Asked Questions Page

<https://www.saskatchewan.ca/government/health-care-administration-and-provider-resources/treatment-procedures-and-guidelines/emerging-public-health-issues/2019-novel-coronavirus/covid-19-vaccine/covid-19-vaccine-information#booking-system>

2. Link to Official Appointment Booking Information Sheet

<https://www.saskatchewan.ca/-/media/files/coronavirus/vaccine/booking/booking-online-is-fast-and-easy.pdf>

3. Link to YouTube Video Presentation on How-to-Use

<https://www.youtube.com/watch?v=k1wvBivYosE>

Escalation for Technical Issues / Errors

1. Number for the SHAPBS Support Line: **1 (833) 354 – 1188**

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