



## 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 5 business 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: \_\_\_\_\_

Requesting Facility Access for: \_\_\_\_\_

**Environment:**  Production  Non-Production

**Service Delivery:** Acute Care (SHA) Oncology (SCA) Oncology (COPS-SHA) Pediatric Oncology (SHA)

### Access Requested

Pharmacist  Super User  MoV Med Rec  
 Technician  Inventory Technician  \_\_\_\_\_

### Service Authorization

I acknowledge that the subscriber is permitted access to the selected services. **Date access is required:** \_\_\_\_\_  
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>

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

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

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

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

**MoV Med Rec:** Access to print medication reconciliation form from BDM MoV application.