

my.CareConnect Enrolment Portal User Guide

How to Validate your Identity Using the BC Services Card app



Information Management / Information Technology Services, PHSA

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CareConnect Enrolment: High-Level Overview

The first step of the CareConnect registration process is to **Set up and validate your identity using your BC Services Card**. You will require a valid BC Services Card and a mobile device where you can download an application.

STEP 1 Validate your identity and log-in using the BC Services Card app STEP 2 Register or Join a Worksite		STEP 3 Complete the Privacy and Security Requirements		STEP 4 Apply for CareConnect Access	
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Authenticating your identity using the BC Services Card mobile app ensures that only authorized professionals can access patient data via CareConnect.

If you have already completed this step, please proceed to <u>Section 2</u>.



1: BC Services Card App Set Up & Identity Validation





1A. Navigate to the my.CareConnect.ca Enrolment Portal

- In any web browser, navigate to <u>https://my.careconnect.ca</u>
- Under Enrol or Manage Your
 Account, select Click Here
- 3. We accept photo and nonphoto BC Services Cards.

MY.CARECONNECT

Your resource centre for requesting and maintaining CareConnect access at your community-based worksite.



1B. Setup the BC Services Card App

Log in to: Health Provider ADFS

This service will receive your: given names, surname 🕑



NOTE:

- If this is the first time you are using the BC
 Services Card to authenticate, click on the <u>Get</u>
 <u>Set Up</u> button.
- If you have set up the app, click BC Services
 Card app and skip ahead to page 9.
- If you do not have a mobile device, you must verify your identity in person and obtain a BC Token – For more info, <u>click here.</u>

1C. Get the App

Set Up the BC Services Card app

The app is your digital ID on your mobile device.

- Set up only takes about 5 minutes
- No new password to remember
- Can be used to log in on other devices like a laptop
- A one-time security check verifies your identity to keep your data secure. You don't need to go in person you can do this by video on your mobile device
- Some services only accept the BC Services Card app when it's set up with a BC Services Card with a photo





1D. Install the App On Your Mobile Device

To set up a BC Services Card on a mobile device (e.g. iPhone, iPad or Android device):

- 1. Install the app on your mobile device
- 2. Open the app and follow the instructions to set it up
- 3. Return to this website to log in

Ready to get started?

Scan this QR code with your mobile device to download the BC Services Card app.



Or, on your mobile device go to **www.gov.bc.ca/bcservicescardapp**

TIP #1: In the Google Play or iPhone App Store, search for BC Services Card and select the app to download it to your mobile <u>device</u>.

TIP #2: Open the Camera app on your phone and point your phone viewfinder at the QR code.

Hover over it until a link appears – click on the link to download the BC Services Card app

1E. Follow BC Services Card App Instructions

Follow the instruction prompts in the app to register your BC Services Card.

We accept photo and non-photo BC Services Cards.

Or click on the **video image** to play a short tutorial Learn how by watching this video





2: Authenticate Your my.CareConnect Login with the BC Services Card App





2A. Select BC Service Card App Login

Set up the BC Services Card app

The app is your digital ID on your mobile device. It's government's trusted way to securely access services online.

Get set up

Already set up?

Continue with:

OR

BC Services Card app

NOTE: If your log-in has expired, return to my.CareConnect.ca and click BC Services Card app



If you have just finished your BC Services Card set up, return to the QR download code page and click the **Continue login** button.

2B. Enter Pairing Code in the BC Services Card App

 A unique 6-digit code like this will appear on the page. Enter the code into the app to authenticate your identity.



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€ \$	C Enter Pairing A pairing code will you log in to a web device.	? g Code be provided when site on another	You're do Go back to the continue loggi	one in this app device you started on to ig in to Health Provider
Where to use Find the websites you can log in to with this app.	GTX	(XXM	ADFS.	Close
Log in from a computer Enter pairing code to log in from a different device – like a computer, laptop, or tablet.	Con	itinue		
YOUR SAVED SERVICES				
Health Gateway				
a vou				
My Account			Save link to	: Health Provider ADFS
My devices (2)			This adds a app for easi	link to the menu in this er access next time.
Set up another device				

2C. Profile is Now Linked

• You will automatically be taken to the next page.

Press Remember Your
 Device and press
 Continue.

Log in to: Health Provider ADFS

Do you want to skip pairing next time?

Send notification to my mobile device instead of entering pairing code

This will remember the pairing between this device and your mobile device. It will store a cookie on this computer for identification purposes.

Instead of entering a pairing code, you will tap on the notification sent to your mobile device.

Name your mobile device

You'll see this when you log in next time.

iPhone

🔵 Pair again next time

Choose this option if you're using a shared computer - like at a library.



2D. CareConnect Enrolment: Next Steps

The next step of the CareConnect registration process is to complete the CareConnect user application form and proceed to the next relevant step.



- If your worksite has not been registered yet, refer to STEP 2: Register a Worksite in the: <u>How to Register a Worksite as a Site Administrator</u> guide.
- If your worksite is already registered and you have received a worksite ID, please follow the instructions on to **Joining an Existing Worksite** in your role-specific guide.



Questions? Check out our <u>FAQ page</u> or email <u>private.careconnect@phsa.ca</u>



