Alberta Netcare Portal

Provider Self Service Portal (PSSP)

The Provider Self-Serve Portal (PSSP) is a centralized contact information source for regulated health care providers. The portal will make it easier for healthcare providers to connect with each other, share information and provide timely patient care – in the event of *critical test results* or *public health emergency*.

Who can have access to the PSSP?

Physician Providers can access the PSSP to update key information about their practice (Ex. Clinic Address, Contact Information)

HOW TO REGISTER: NEW ALBERTA NETCARE USER

Alberta Health Services users and affiliates.

1. Log into Identity & Access Management (IAM) system using your *AHS network User Name* and *Password*.
2. On the IAM home page, click **Access Request**s and select *Request or Modify Access to Entitlements*.
3. Select *Request Access* to:
   o Alberta Netcare Portal
   o PSSP access
4. Complete each Request process by following the screen instructions.

EXISTING ALBERTA NETCARE USER

Community Users who have an IAM User ID:

1. Log into Identity & Access Management (IAM) system using your *IAM User Name* and *Password*.
2. Select **Request Access** to:
   o PSSP access
3. Complete each Request process by following the screen instructions.

Community users accessing outside of AHS:

Contact the *eHealth Support Team* at 1-855-643-8649 or email eHealthSupport@cgi.com
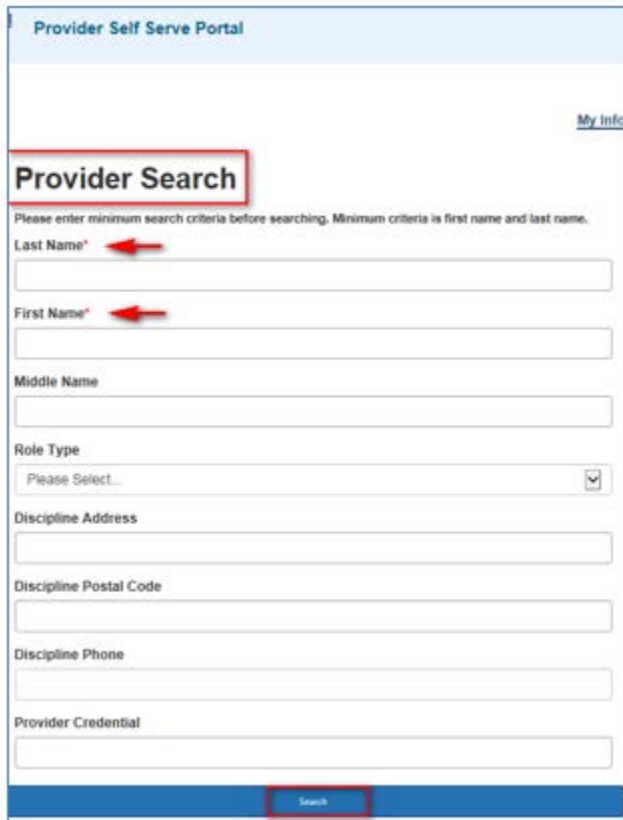
HOW TO UPDATE YOUR CONTACT INFORMATION

1. Log in to PSSP
   Provider Search page launched,
2. On the top right hand corner of the screen, **click** on "*My Info*". The **Provider Portal** *page* displayed
3. Enter your contact information in the **Provider Demographics**, **Provider Status**, **Provider Contact** *and* **Provider Address** sections.

4. Once you have entered your information. Click **Update**.

HOW TO SEARCH FOR ANOTHER PROVIDER

1. Launch the *Provider Search* page by sign in to PPSP
2. Enter the *Providers' **First** and **Last** Name* into the "First Name" and "Last Name"
3. Click *Search*.

Please note the minimum search criteria is the Providers First and Last Name.