

Step 1. Tick the PCEHR (MyHR) Assisted Registration option in the user profile.

	Receive dispense notification - Dont Ask Fatient Disable ePrescribing						
	Top Level Access? PKI Encryption	 ✓ Data Export Privileges? ✓ Auto-capitalise names 	Option	ns Editing? R Assisted Registration Cancel			
Ste	e p 2. Double click Ml	D Assisted Registration		icon on desktop			

Step 3. Enter your Username and Password (same as you use for Medical Director)

Step 4. Search for the patient that you wish to register in the PCEHR Assisted Registration window

0	EHR Assisted Re	gistration						×
	 Search patient 							
	Patient Name	Vimal						
	Name	A DOB	Age Sex	Medicare No	DVA No	Address	IHI	PCEHR Status
						Register Adult Register Child Audit	Log	Close

Step 6. Select the patient and click "Register Adult"

Step 7. Complete the PCEHR Assisted Registration from (* refers to mandatory information)



Step 8. Finally click "Submit" to complete the registration.

Step 9. You will be confirmed "Registration successful".



Note: The Assisted Registration form must be completed and signed by the patient to scan and attach with the system / will be saved to the patient's record. Assisted Registration policy and procedure documentation must be developed for the practice.