



# My Health Record system Registration Overview

|                         | Apply   | Receive   |
|-------------------------|---|---|
| HPI-O                   | <p>Apply online for a HPI-O for a Seed Organisation</p> <p>OR</p> <p>Apply for a HPI-O for a Network Organisation by completing the Application to Register a Network Organisation Form.</p> <p><b>If you're not sure which HPI-O to apply for, see Understanding how your organisation will be structured: Seed and Network section <a href="http://www.digitalhealth.gov.au">www.digitalhealth.gov.au</a></b></p>   | <ul style="list-style-type: none"> <li>A letter from Department of Human Services with the organisation's HPI-O number</li> <li>Separate letters from Human Services with the Responsible Officer (RO) and Organisation Maintenance Officer's (OMO) identification numbers</li> <li>Requested Medicare PKI Certificate(s) and Personal Identification Code (PIC) number(s) for each certificate will also be sent. Please note that certificates and the PICs are sent separately.</li> </ul>   |
| My Health Record system | <p>A Seed Organisation can apply online to register with the My Health Record system on the Digital Health Online Forms site.</p> <p>OR</p> <p>A Network Organisation can apply to register with the My Health Record system through HPOS or by completing the Application to Register a Network Organisation in the My Health Record system form.</p>  | <ul style="list-style-type: none"> <li>A letter from Human Services confirming that your organisation has successfully registered to participate in the My Health Record system.</li> </ul>   |
| NASH PKI Certificate    | <p>Seed and Network Organisation can apply online for a NASH PKI Certificate for Healthcare Provider Organisations on the Online Forms site.</p> <p>OR</p> <p>Each healthcare provider in a Seed or Network Organisation can apply for a NASH PKI Certificate for Individual Healthcare Providers by completing the Application to request a NASH PKI Certificate for Individual Healthcare Providers form.</p> <p>AND</p> <p>If applying for a NASH PKI Certificate for Individual Healthcare Providers, the Responsible Officer or Organisation Maintenance Officer of your organisation will also need to complete the Application to establish list of authorised healthcare provider individuals form (via paper form or HPOS).</p> <p><b>If you're not sure which NASH PKI Certificate to apply for, see the Apply for NASH PKI Certificates section <a href="http://www.digitalhealth.gov.au">www.digitalhealth.gov.au</a></b></p> | <ul style="list-style-type: none"> <li>A CD with instructions on how to configure your NASH PKI Certificate for Healthcare Provider Organisations. The PIC will be sent separately.</li> </ul> <p>OR</p> <ul style="list-style-type: none"> <li>One (or more if requested) USB or dongle NASH PKI Certificate for Individual Healthcare Providers will be sent to your organisation addressed to the healthcare provider(s) that requested it. Instructions on how to configure the certificate will also be sent. The PIC for each certificate will be sent separately.</li> </ul> |