

OTN Express Registration

Process for registering into OTN – ONEID Express Registration.

Note: For a staff member to complete the ONE ID express registration they must already have a ONE ID account.

Step 1: End user will navigate to <http://otnhub.ca>.

Click the sign up button



Step 2: Click Express Sign Up.

Express sign up for qualified applicants

Health care providers **working at organizations** may be able to access OTN services instantly if:

- You work at a health care organization that is already an OTN member (not sure? Check [member list](#))
- You know your ONEID username and password and are not already using it to access OTN services at another organization (help with [username](#) or [password](#))

If so, use your ONE ID to log in for the first time and your account will be activated immediately using the express sign up button below

Express Sign Up

Note: If you are looking to sign up as an independent practitioner please use the Private Practice Sign Up form below.

Step 3: Follow the prompts to sign in with your ONE ID account.



Sign In using

ONE® ID

OTN Credentials

Select Your Account Provider

This will be the organization that issued you with a Username and Password.

I would like to sign in with an account from:

Organization:

You must have an account with one of the organizations in the list above. If you do not see your organization then you cannot proceed any further and must either navigate manually to a different page or tab or close your browser. If you require further assistance, please contact the eHealth Ontario Service Desk at 1-866-250-1554.

Next>>

Step 4: After logging in with your ONE ID you will start the OTNhub registration.

Select Joseph Brant Hospital and then click Validate

The registration screen for OTN HUB. At the top is the OTN HUB logo and the text 'Ontario's telemedicine community'. Below that is a 'Hello, !' greeting. The main instruction is 'Enter your organization name to determine if it is an OTN member organization'. There is a text input field with the label '*Organization' and a red border around it. Below the input field is a 'Validate' button, also with a red border. At the bottom, there is a link for 'Email Support or call 1.855.654.0888'.

Step 5: Select your Profession and then click Next.

If prompted, fill any applicable fields for the specified profession. (Example Registration Number if an RN or RPN).

Based on your profession you will be provided with a list of OTNhub services that will be given to you.

✓ Success - Your organization is an OTN member organization



Ontario's telemedicine community


Profession

Select your profession so we can provide you with appropriate OTNhub services

Specialist	Primary Care Physician	Nurse Practitioner	Registered Nurse	Registered Practical Nurse
Allied Health Professional	Healthcare Administrator	Technical Support	Telemedicine Coordinator - Clinical	Telemedicine Coordinator - Non Clinical

Next

Email Support or call 1.855.654.0888



Ontario's telemedicine community

Your OTNhub services

As technical support, you will be provided with the following services

eVisit	ePodium	e-Learning	Directory
--------	---------	------------	-----------

To set you up we need to verify your professional and contact information

Next

Email Support or call 1.855.654.0888

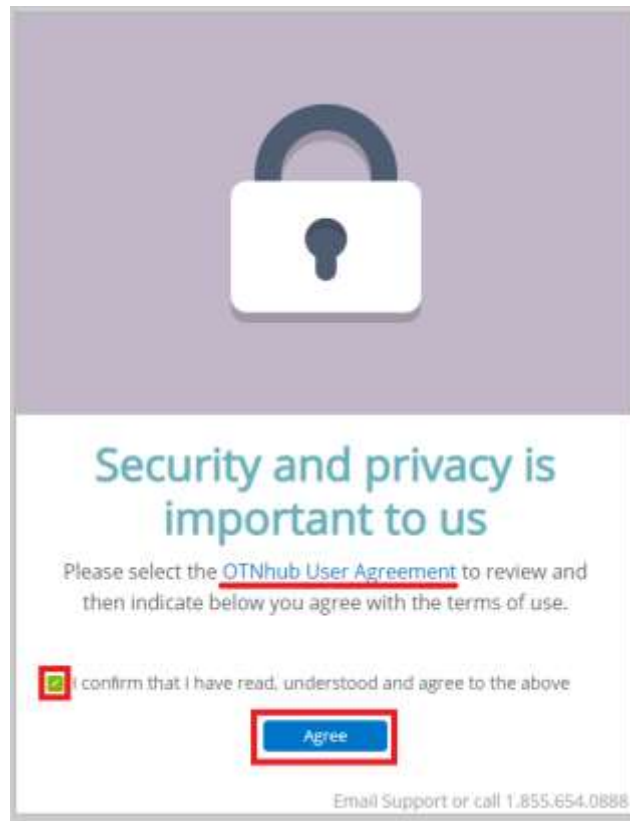
Step 6: Verify your First and Last name and then click Next.

The screenshot shows the 'Professional information' section of the Otn HUB registration form. The header includes the Otn HUB logo and the text 'Ontario's telemedicine community'. The form fields are: 'Salutation' (dropdown menu), '*Preferred First Name' (text input), 'Middle Initial' (text input with placeholder 'Enter middle initial (optional)...'), and '*Preferred Last Name' (text input). A red box highlights these four fields. Below the form is a blue 'Next' button, also highlighted with a red box. At the bottom, there is a link: 'Email Support or call 1.855.654.0888'.

Step 7: Enter your contact information and then click Next.
Our recommendation is to use the Joseph Brant Hospital contact information

The screenshot shows the 'Contact information' section of the Otn HUB registration form. The header includes the Otn HUB logo and the text 'Ontario's telemedicine community'. The form fields are: '*Postal Code' (text input with placeholder 'Example: A1A 1A1' and 'Required Field'), '*Address' (text input), '*City' (text input with placeholder 'Enter city...'), '*Province' (dropdown menu with 'Ontario' selected), '*Phone' (text input with placeholder 'Example: (416) 111-2222' and 'EXT'), 'Fax' (text input with placeholder 'Example: (416) 111-2233'), and '*Email' (text input). A red box highlights these fields. Below the form is a blue 'Next' button, also highlighted with a red box. At the bottom, there is a link: 'Email Support or call 1.855.654.0888'.

Step 8: Review the OTNhub User Agreement and then confirm acceptance and click Agree.



Security and privacy is important to us

Please select the [OTNhub User Agreement](#) to review and then indicate below you agree with the terms of use.

confirm that I have read, understood and agree to the above

Agree

Email Support or call 1.855.654.0888

Step 9: OTN will then “spin” for a few minutes and take some time to activate your account.



Your OTNhub account is currently being activated.
It may take up to two minutes to set up your services.
Thank you for your patience.

Step 10: Upon activation you will receive the following Email stating you now have access to the OTNhub and its services.

Dear Member,

As part of your organization's agreement with OTN, you now have access to the [OTNhub](#), a private and secure community for practicing virtual care.

Log in any time, anywhere and choose the virtual tools that are right for you. For more information, please watch the [Quick Overview of OTNhub video](#).

We highly recommend that you complete training to ensure you abide by the 'Personal Health Information Protection Act, 2004' (PHIPA) and other applicable privacy legislation when using the OTNhub. [Online instructional courses](#) are available for you to complete on your own time. Discover an [extensive library of resources](#), archived learning videos, peer-reviewed papers, and other clinical information.

For Health Care Providers Only:

- Complete the [Telemedicine OHIP Registration Form](#) and return to OTN for processing. (This is for Physicians who have not yet registered with OHIP to practice telemedicine.)
- In the profile/self-service panel, update your [Account information](#) for OTN internal purposes and your [Directory profile](#) to provide the health care community with vital information about the virtual services you offer.

If you have questions, please contact us at 1-855-654-0888, Monday to Friday, 7 a.m. to 7 p.m.

Regards,

OTN Member Services

** Please do not reply to this email**