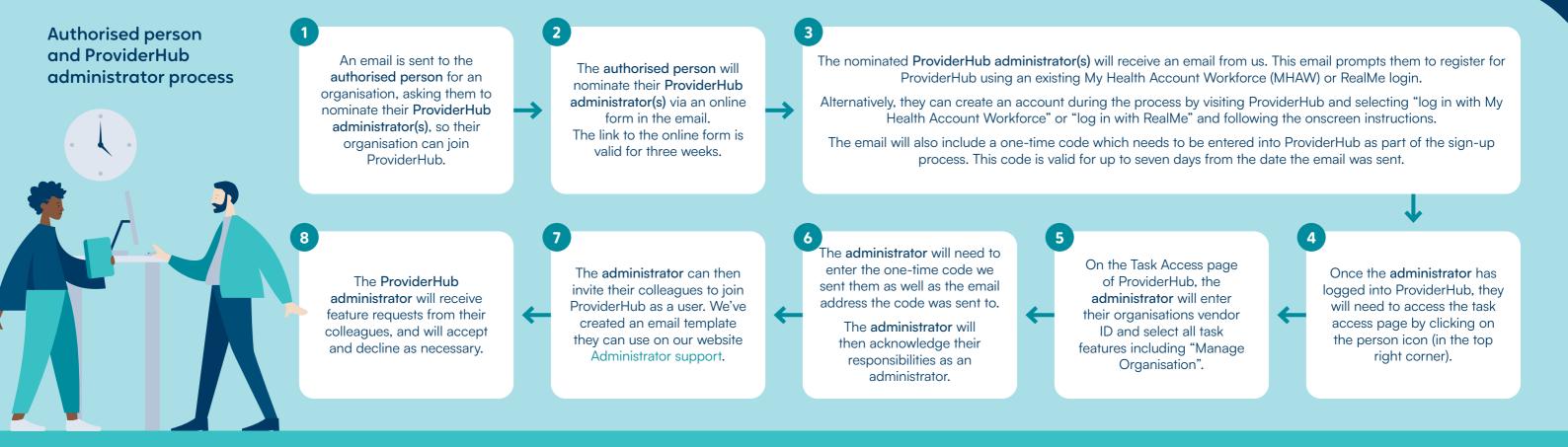
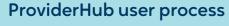
ProviderHub visual process









ProviderHub users can be invited to join ProviderHub by their ProviderHub administrator, or by signing up to ProviderHub on their own.

The user will need to register for ProviderHub using an existing My Health Account Workforce (MHAW) or RealMe login. Alternatively, they can create an account during the process.

Once the user has logged into ProviderHub, they will need to access the task access page by clicking on the person icon (in the top right corner).

The **ProviderHub user** will be sent an email regarding their task access request.

This request will then be sent to the **ProviderHub** administrator to approve or decline.

On the Task Access page of ProviderHub, the user will enter their organisations vendor ID and select all task features they require for their role (users do not need manage organistion).

Creating a My Health Account Workforce account

- 1. Input a unique email not used by anyone else (eg not a shared inbox).
- 2. A verification code will be sent to this email. Input this code into MHAW.
- 3. Create a password.

- 4. Confirm your identity using My Health Account, relevant identification, or using a GP practice or medical centre.
- 5. Allow ProviderHub access to MHAW to verify account and complete authentication process.

Creating a RealMe account

- 1. Input a unique email not used by anyone else (eg not a shared inbox).
- 2. Create a username and password.
- 3. Provide answers to three security questions.
- 4. Prove you're human.
- 5. An email will be sent to your chosen email address confirming you're set up.