

HealthPoint New User Request:

Step 1: Go to URL: <https://hp.phoenixchildrens.com/Login/Login.aspx>

Step 2: For **Affiliation**, Select "Other"

Step 3: Select and Print "Practice Confidentiality Agreement"

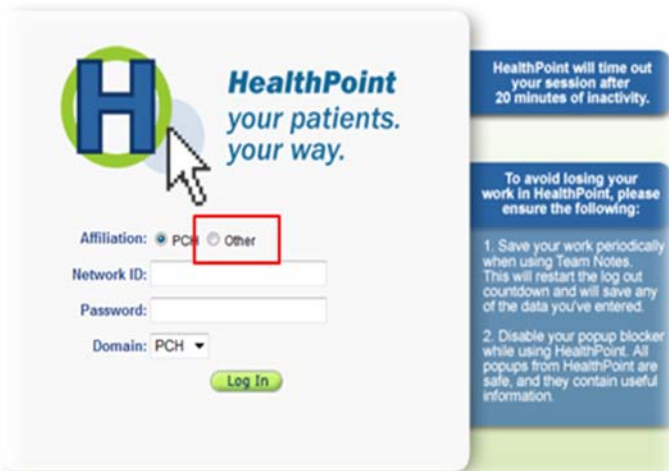
Step 4: Email or Fax completed contract to dg_Healthpoint_Approvers@phoenixchildrens.com / 602-933-1477

Step 5: Follow these steps:

- A) Select "Other"
- B) Select "New User?"
 - Fill out the screen
 - Accept the Terms and Conditions
 - Submit your request

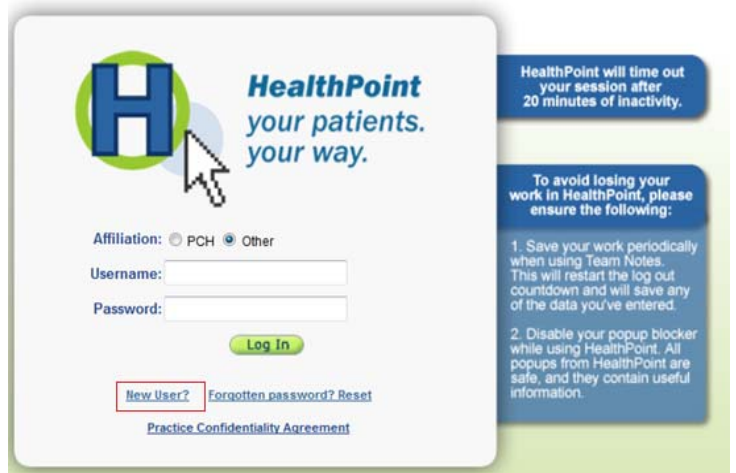
Note: Once approved, you will receive an email indicating that your account has been processed.

A) Select "Other"



The screenshot shows the HealthPoint login interface. The 'Affiliation' section has two radio buttons: 'PCH' (selected) and 'Other' (highlighted with a red box). Below this are fields for 'Network ID', 'Password', and a 'Domain' dropdown menu set to 'PCH'. A 'Log In' button is at the bottom. To the right, a blue box contains a warning: 'HealthPoint will time out your session after 20 minutes of inactivity.' Below that, another blue box lists instructions: 'To avoid losing your work in HealthPoint, please ensure the following: 1. Save your work periodically when using Team Notes. This will restart the log out countdown and will save any of the data you've entered. 2. Disable your popup blocker while using HealthPoint. All popups from HealthPoint are safe, and they contain useful information.'

B) Select "New User?"



The screenshot shows the HealthPoint login interface. The 'Affiliation' section has two radio buttons: 'PCH' (selected) and 'Other' (selected). Below this are fields for 'Username' and 'Password', and a 'Log In' button. At the bottom, a red box highlights the 'New User?' link, with 'Forgotten password? Reset' and 'Practice Confidentiality Agreement' links nearby. To the right, a blue box contains a warning: 'HealthPoint will time out your session after 20 minutes of inactivity.' Below that, another blue box lists instructions: 'To avoid losing your work in HealthPoint, please ensure the following: 1. Save your work periodically when using Team Notes. This will restart the log out countdown and will save any of the data you've entered. 2. Disable your popup blocker while using HealthPoint. All popups from HealthPoint are safe, and they contain useful information.'