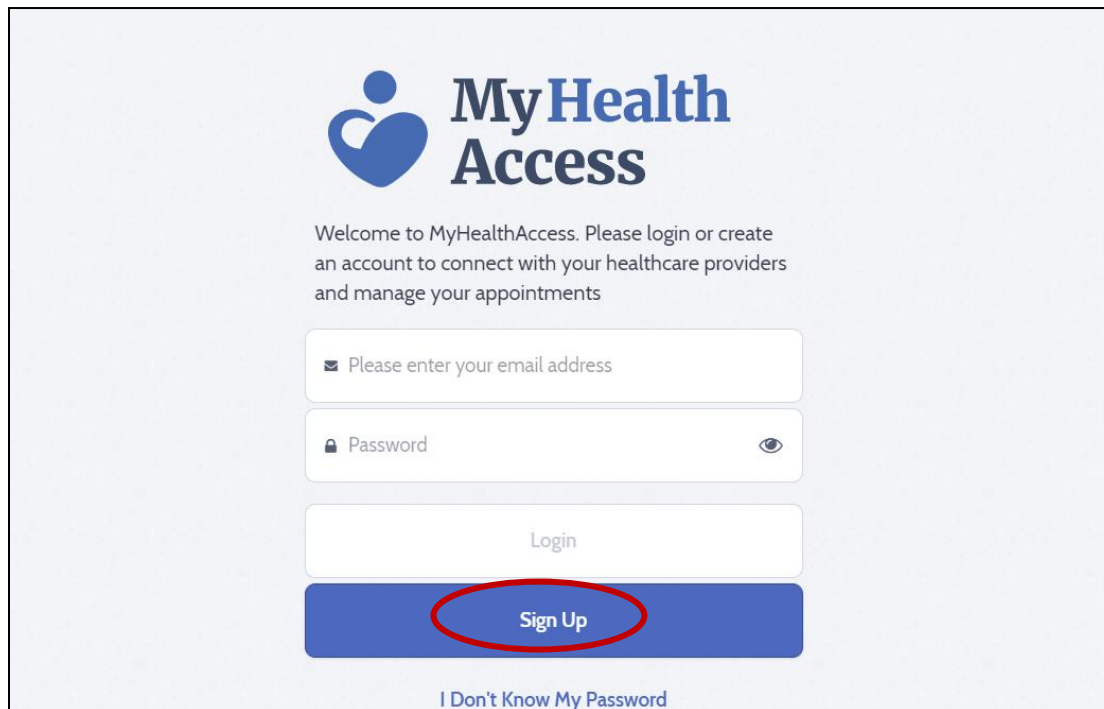


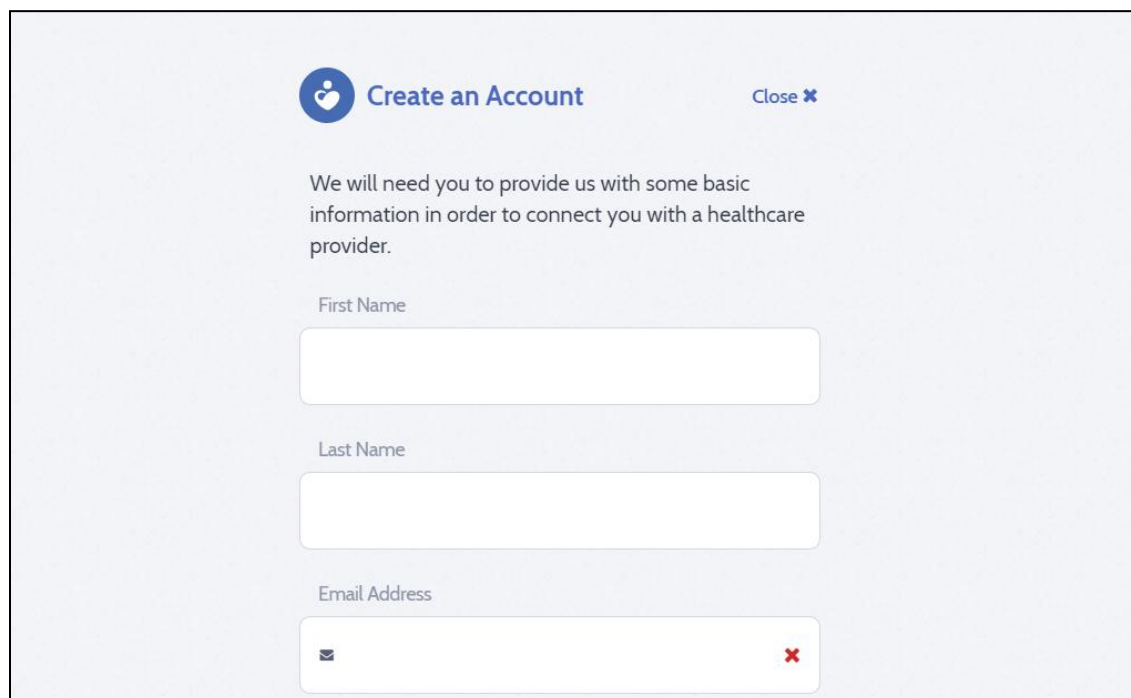
Sign Up Instructions for Online Appointment Booking With MyHealthAccess

1. In your web browser, go to myhealthaccess.ca.
2. At the MyHealthAccess welcome page, click on “Sign Up”



The screenshot shows the MyHealthAccess login and sign-up page. At the top left is the MyHealth Access logo, which consists of a blue heart shape with a white person icon inside, followed by the text "MyHealth Access" in a bold, blue, sans-serif font. Below the logo is a welcome message: "Welcome to MyHealthAccess. Please login or create an account to connect with your healthcare providers and manage your appointments". There are three input fields: the first is for an email address with a placeholder "Please enter your email address" and an envelope icon; the second is for a password with a placeholder "Password", a lock icon, and an eye icon for toggling visibility; the third is a "Login" button. Below the "Login" button is a blue "Sign Up" button, which is circled in red. At the bottom of the page is a link that says "I Don't Know My Password".

3. Enter your **information, email, and health card number.**



The screenshot shows the "Create an Account" form. At the top left is a blue circular icon with a white heart and person symbol, followed by the text "Create an Account" in a bold, blue, sans-serif font. To the right of this is a "Close" button with a small 'x' icon. Below the header is a message: "We will need you to provide us with some basic information in order to connect you with a healthcare provider." There are three input fields: the first is for "First Name", the second is for "Last Name", and the third is for "Email Address". The "Email Address" field has a placeholder "Email Address", an envelope icon, and a red 'x' icon on the right side.

4. At the bottom of the page, tick **“I agree to the terms of service”** and then **“Create Your Password”**.

Health Card Province
British Columbia

Health Number
99999999

Mobile Phone Number

I agree to the terms of service

Create Your Password

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5. On the next page, create a **password** and click **“Create Account”**.

Security Close ✕

Almost done, Betty.

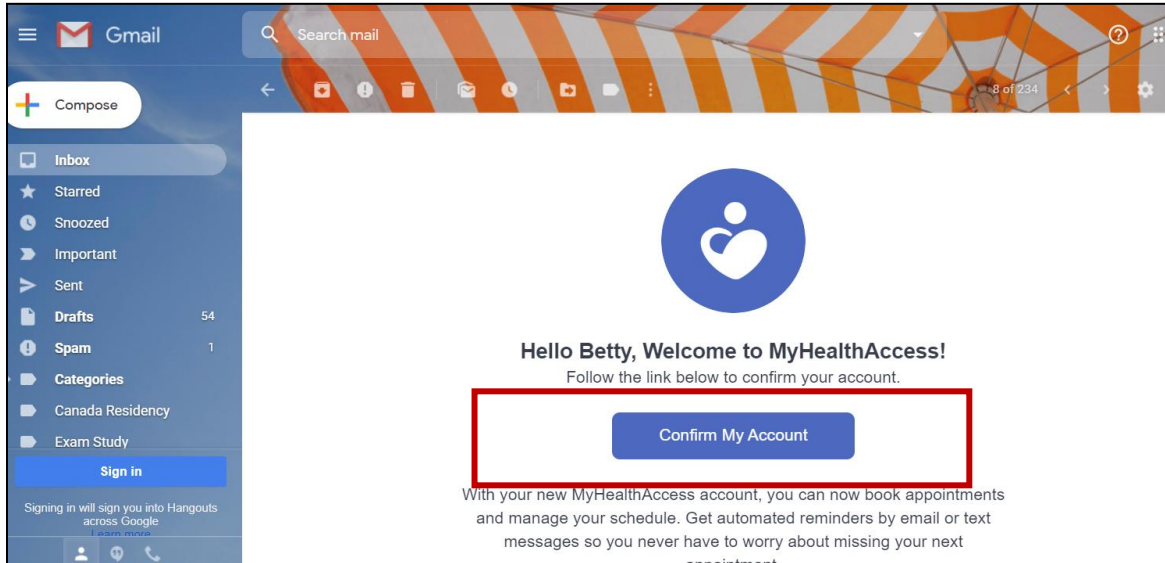
To secure your account we need you to create a password. You will receive a confirmation email shortly after.

Password (min. 8 characters)
.....

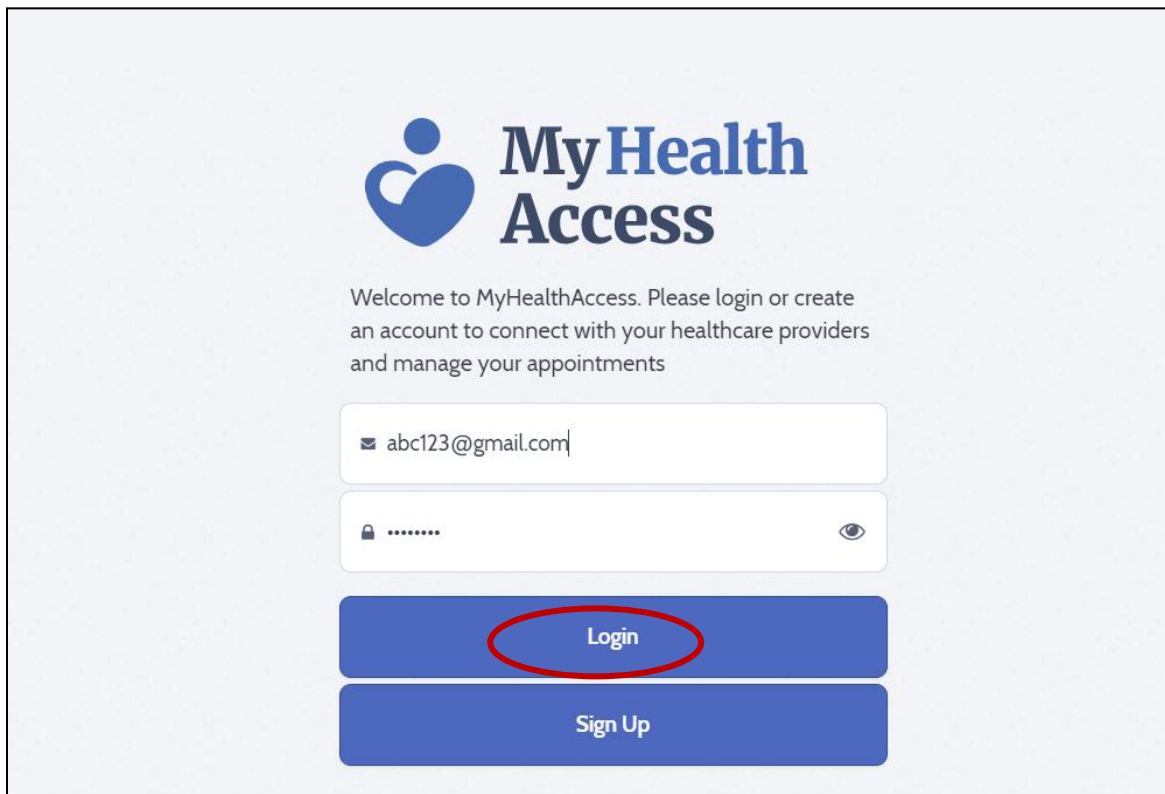
Re-type Password
.....

Create Account

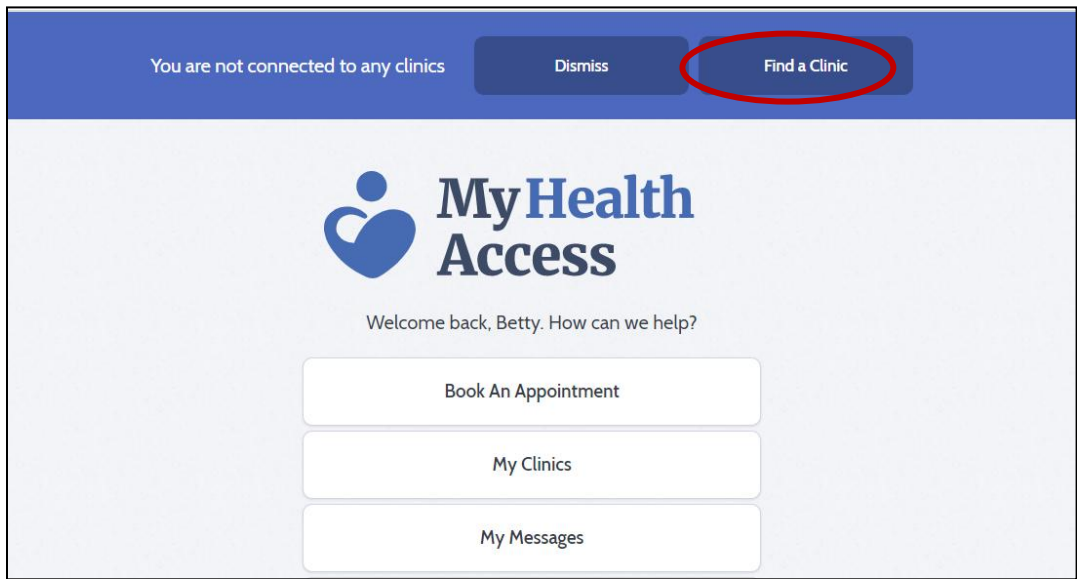
6. A **confirmation email** will be sent to you. Login into your email and click **“Confirm My Account”**.



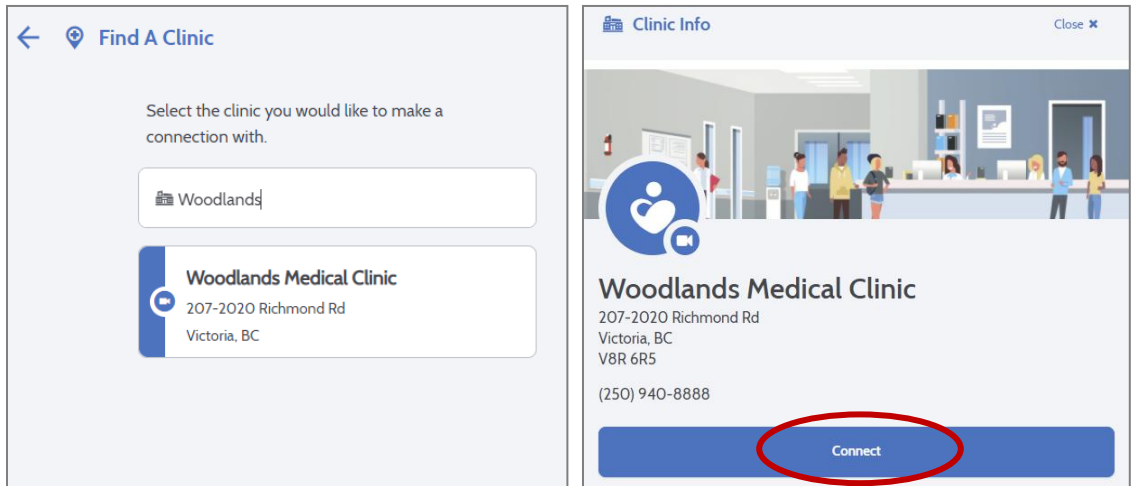
7. You may now login to your account. Go back to myhealthaccess.ca in your web browser. Enter your **email** and **chosen password** and click **“Login”**.



8. Once you're logged in, click on **"Find a Clinic"** at the top of the page.



9. Search for and select **"Woodlands Medical Clinic"**, then click **"Connect"** on the next page.



10. A Connection Request will be sent. Our office administrator will then be notified to approve the request. This may take a few days.

11. When the Connection Request is approved, you will receive a **notification email**. You can now login to your account at myhealthaccess.ca and book appointments or review messages from your doctor.