



Health Services using the Clinical Information System (CIS) **Medical Director** will need to add Security Token information for the Health Data Portal into Medical Director Insights in order to link it to the Portal in preparation for the Portal replacing OCHREStreams as the Indigenous Health Data Reporting system from December 2018.

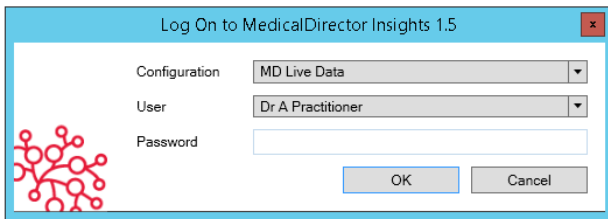
This Security Token information was issued to your practice by the Department of Health when you registered for nKPI reporting.



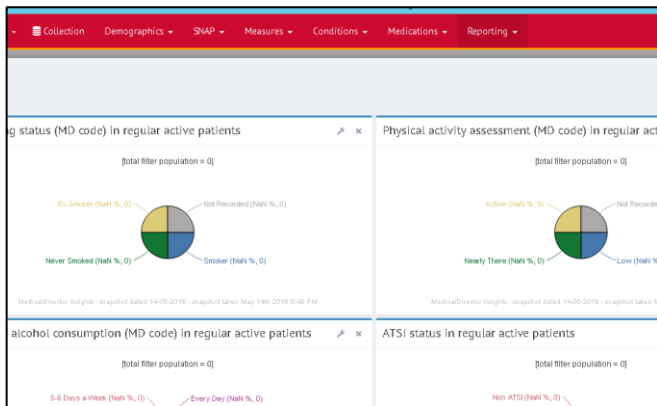
A Security Token is a device (usually a physical one) that is used in order to obtain access to an electronic or digital system. The Security Token is used in addition to your password, and can be thought of like an electronic key. The Security Token will connect Medical Director to the Portal.


To enter Portal security token information into Medical Director:

1. Log in to Medical Director Insights as normal.




The Medical Director Insights Landing Page will display.



2. In the menu bar at the top of the screen, select  next to **Reporting** and select **Submit to Improvement Foundation** from the list that displays.

The Health Data Portal dialog box will display.



3. Enter the security key you have been given by the department in the field provided and select the **nKPI** check box below this field.
4. To continue, select .

You have now successfully connected Medical Director to the Portal by entering in the security token information provided.