

Australian Government

Department of Health and Aged Care

Quick Facts

To register for the Health Data Portal, you must first have set up your personal myGovID and had a profile created in the Relationship Authorisation Manager (RAM) by your organisation's Principal Authority (PA).

For more information on how to obtain your myGovID, see <u>*Registering for myGovID*</u>.

Register for the Data Portal

To register for the Data Portal:

1. Open the Data Portal through <u>Health Data</u> <u>Portal</u>.

The Data Portal home screen will display.

Department of Health and Aged Care Aeout OutCK LINKS Improved thath ard Aged Care Privacy Statement User Support Imma & Constant User Support Irrequently Asked Questions	Portal Webcage		FAQS	
Department of Health and Aged Care ABOUT QUICK LINKS Winning Community Physics Statement Physics Statement Dem & Constance Physics Statement User Support Support Physics Statement User Support Support Support Support				-
	Department of Health and Aged Care Mathematic Comment Department of Health and Aged Care B Commentant of Asses Althe BIOL ON 710	ABOUT Privacy_Statement Terms & Condition Contact Us	QUICK LINKS User Support Frequently Asked Questions	

2. From the Data Portal home screen, select

The Registration – Authentication screen will display.

Australian Government Department of Health	PORTAL	
C Registration		
1 Authentication	* Mandalory field	Authentication
2 Confirm Details		
3 Contact Information	To register for the Health Data I Note: As of March 30 2020, yo	'orfal, you must have a valid myCovID. I must use myCovID to access the Heath Data Portal.
4 Nominate Folder and Terms & Conditions	If you do not have a myGovID myGovID to your organisation u Deta Portal.	ou will need to register for one al Register for myGordD. Then, your Principal Authority must link your sing Relationship Authorization Manager (RAM). Once this is done, you can then register for the Health
5 Complete	If you do have a MyGovID and	ave been linked to your organisation through the RAM, please click Next to proceed.
	Cancel	Next

This screen confirms you need to have a valid myGovID to be able to register for the Data Portal.

3. To continue registration, select

lect Next

If you don't have a valid myGovID, select

Cancel and follow the previous links to obtain one.

Register for and Log in to the Health Data Portal (Indigenous Health)

The Health Authentication Gateway screen will display.

Australian Generational Inpactances of Health and Aget Cure	uthentication Gateway	
Which credential would you like to us	e?	
Remember my selection		
Digital Identity and RAM	VANguard FAS	myGov
Sign in with Digital Identity and Rolationship Authorisation Manager (RAM).	Federated Authentication Service enables a person's existing network login to be used as a single sign-an.	Authenticate using your existing mySex account. A nimple and vecure way to access government milline.
Your Digital Identity makes accessing government services online simpler: safer and more secure. When is Dinital Identity: mcCoulD and 02MR.	You will not need to re-order a password when accessing government online services	convocs.
Continue with Digital Identity	cage was wrighted ins	
4. To co	ntinue, sele	Continue with Digital Identity
🚺 Do not (ith myGov
you to a diffe	erent system	l.
The Select yo	our identity p	provider screen will
display.		
Select your ider	ntity provider	
Alert: You may need to	increase the strength of yo	our Digital identity for Department of Health.
Department of Health nee	eds you to prove who you a	re using a Digital Identity.
What is an identity provid	er?	
myGovID GovID Managed by Australia	an Government	
You'll need these to	get started	
iOS or Android dev	ice	
(Not recommended for	ice shared devices)	
Select m	wGovID >	
Cancel		
	alact tha Da	member my choice
	fore coloctin	
CHECK DOX DE	sole selectif	iy
Selec	t myGovID >	the Select your

identity provider screen will not display again.

5. To continue, select Select myGovID >



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The myGovID screen will display.



- Enter your myGovID email address in the myGovID email field at the bottom of the screen.
- 7. To continue, select

If your myGovID is linked to more than one organisation, select the organisation you wish to register under and then select **Continue**.

8. Enter the 4-digit code that appears into the applicable fields that have appeared on your smart phone.

The Your consent screen will display your myGovID details.

Your consent				
lo continue, you'll nee	d to give your consen	t to share the follow	ving details with Depart	ment of Health.
ind out more about o	giving your consent.			
Details provided	by myGovID			
Your details				^
Family name:				
Given name(s):				
Date of birth:				
Email:				
Cancel	Consent			
9 To	continue	select	Consent	

Register for and Log in to the Health Data Portal (Indigenous Health)

The Registration - Confirm Details screen will display.

C Registration		
1 Authentication	* Mendetory field	Confirm Details
2 Confirm Details		
3 Contact Information	Please confirm your AUSkey details, cer If any of the information is incorrect, click	tify below and click Next to proceed. c Cancel. Please return to once you have obtained the correct AUSkey.
4 Nominate Folder and Terms & Conditions		
5 Complete	First Name	
	Last Name	
	ABN	
	Organisation	
	* I certify that the information	above is true and correct.

- 10. Check to ensure your details are correct.
 - a) If your details are incorrect, select Cancel and restart the registration process with the correct myGovID.
 - b) If your details are correct, select the I certify that the information above is true and correct check box and select

The Registration - Contact Information screen will display.

C Registration			
1 Authentication	* Mandatory held	Contact Information	
2 Confirm Details			
3 Contact Information	Please provide contact details	below and click Next to proceed.	
4 Nominate Folder and Terms & Conditions	Contact Number 1	Choose type V	
5 Complete	Contact Number 2	- Choose type -	
	Your email address *		
	Cancel		Next

- 11. In the **Contact Number 1** field, select **and select Office**.
- 12. In the blank field next to **Contact Number 1**, enter your contact phone number. Ensure you include your area code.
- 13. In the **Your email address** field, enter a contact email address.

You do not have to enter a second contact number.

14. To continue, select Next



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The Registration - Nominate Folder and Terms and Conditions screen will display.

Ø	Registration	
1	Authentication	* Mendatory field Nominate Folder
2	Confirm Details	
3	Contact Information	Please nominate your folder below, accept the terms & conditions and click Next to finalise your registration.
4	Nominate Folder and Terms & Conditions	Nominate Folder * Choose a folder - 👿
5	Complete	Terms and Conditions
		IERMS OF USE Welcome to the freah: Data Portal (dataportal health gov.as). As condition of Your use of the secure area (which requires users to log in for access) of the Health Data Portal You must agree to these Terms of Use. In these Terms of Use, the terms "You" and "You" refer to the user of the Health Data Portal. The Commonwealth of Australia as regressioned by the Department of Health That Portal The Commonwealth of Australia as regressioned by the Department of Health That Portal The Commonwealth of Australia as regressioned by the Department of Health That Department") may at the discretion update these Terms of Use. By continuing to use the Health Data Portal. You accept the Terms of Use as they apply from three to time. YOUR OBLIGATIONS

- 15. In the **Nominate Folder** field, select **Indigenous Health** from the list that displays.
- 16. Scroll to the bottom of the screen and select the I accept the terms and conditions listed above check box.
- 17. To continue, select Next

The Data Portal Complete screen will display.

18. To complete the registration process, select **Finish**.

You have now successfully registered for the Data Portal. Your *User Administrator* will receive an email informing them they need to finalise your profile so you can use the Data Portal.

Log in to the Data Portal

Once you have registered for the Data Portal and your user profile has been completed by your *User Administrator*, you can log in to the Data Portal as needed.

To log in to the Data Portal:

1. Open the Data Portal through <u>Health Data</u> <u>Portal</u>.

The Data Portal home screen will display.

2. From the Data Portal home screen, select

The Health Authentication Gateway screen will display.

the status constants of the state of the sta			
Which credential would you like to use	e?		
Remember my selection			
Digital Identity and RAM	VANguard FAS	myGov	
Sign in with Daylel Sectory, and Relationship Automation Manager Market, Thear Dagstal Market, makes accounting approximated services of while a strate, state and more sectors. Where is Digital Alexity, stryCountin and BAMI. Costational with Digital Manager	Records Antonia Constanting Service casalities a page sign- soning instruction right to be used to a single sign-sin. The waith set of each service and services and accounting provimment or line services.	Authenticate user your extensi myllon opposite. A userple and ensure any tra ensure growmound inclusion protest.	

Register for and Log in to the Health Data Portal (Indigenous Health)



Department of Health needs you to prove who you are using a Digital Identity.
What is an identity provider?
myGovID GoviD Managed by Australian Government
You'll need these to get started
iOS or Android device
Remember my choice (Not recommended for shared devices)
Select myGovID >
Cancel

If you select the <u>Remember my choice check</u>

box before selecting Select myGovID > the Select your identity provider screen will not display again.

4. To continue, select

Select myGovID >

The myGovID screen will display.



 Enter your myGovID email address in the myGovID email field at the bottom of the screen.



Department of Health and Aged Care

Register for and Log in to the Health Data Portal (Indigenous Health)

6. To continue, select .

If your myGovID is linked to more than one organisation, select the organisation you wish to register under and then select **Continue**.

7. Enter the 4-digit code that appears into the applicable fields that have appeared on your smart phone.

The Your consent screen will display your myGovID details.

/our consent
o continue, you'll need to give your consent to share the following details with Department of Health.
ind out more about giving your consent.
Details provided by myGovID
Your details ^
Family name:
Given name(s):
Date of birth:
Email:
Cancel Consent

8. To continue, select

The Data Portal home screen will update, and you can now work in the Data Portal as required.

If you can't see any options on the blue bar near on the left-hand side of the Data Portal home screen, you have not been assigned any Data Portal roles. To resolve this, contact your *User Administrator* and ask them to update your profile.