

ONE ID Registration Overview

Accessing the *ColonCancerCheck Screening Activity Report* online will require the use of a ONE ID username and password. Because the report contains Personal Health Information, physicians and their delegates are required to validate their identity in a face-to-face meeting with an Ontario Health Local Registration Authority (LRA) before they can be granted access.

PHYSICIANS

An LRA will contact you to arrange a face-to-face meeting. This meeting will take approximately 10 minutes, during which you will need to present two pieces of identification; at least one of these must contain a photo and, between them, they must confirm your **Full Legal Name**, **Gender**, and **Date of Birth**. Please note that SIN and Health Cards are **not** accepted as forms of identification.

This information, along with your **email address** and **phone number**, will be entered into the ONE ID system. **You will also be asked to select and answer challenge questions** which, when necessary, will be used by the Ontario Health Service Desk to identify you over the phone and/or recover your password online. Your CPSO license number will also be linked with your account to ensure that you can access the correct reports.

DELEGATES

Delegates are users who are able to access the CCO Web Site on a physician's behalf. Physicians will need to identify their delegates to the LRA who will then register them. Once complete, the physician will be able to assign them delegate access to the CCO Web Site.

ABOUT ONE ID

ONE ID uses identity information to uniquely identify each user. This process ensures that all ONE ID accounts are associated with a "real world" individual. This identity assurance is a key element in making ONE ID protected services secure.

LRAs are trained to securely handle personal information when entering it into ONE ID this information will only be used to provision and maintain your use of Ontario Health services.

If you have any questions or concerns, please contact ONE ID at ONEIDBusinessSupport@ontariohealth.ca