Clinicians Health Channel: Guide to register for offsite access

From the CHC home page https://www2.health.vic.gov.au/clinicianshealthchannel

Register for Offsite login : Click on the red word **Register**

**DHSV Staff**

1. Create a new registration: Note: All fields are compulsory in the self – registration form
   - Health Service Type: Select **Metropolitan Health Services**
   - Organisation: Select **Dental Health Services Victoria**
   - Remainder of the fields – fill in as appropriate
   - Email : Use your dhsv email account information
   - Password: Both the username and password must have at least 8 characters. There is no upper limit. The password is case sensitive.
   - When all fields are completed click on the Register button

   **Make a note of your User Name and Password for future log ins**

2: Activate your Registration

   - You will receive an email instructing you to activate your registration within 72 hours
• A clickable link is provided for this purpose
• A summary if your registration details is also provided (but not your password)
• After this step you will receive another follow up email confirming your registration

AGENCY STAFF

1: Create a new registration: Note: All fields are compulsory in the self–registration form

• Health Service Type: Select whichever one applies

![Create New Registration](image)

• Organisation: Select your health clinic from the list in the drop down box
• Remainder of the fields – fill in as appropriate
• Email: **Use your work email account information**
• Password: Both the username and password must have at least 8 characters. There is no upper limit. The password is case sensitive.
• When all fields are completed click on the Register button
  **Make a note of your User Name and Password for future log ins**

2: Activate your Registration

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