

EpicCare Link

Connecting Partner Facilities to Providence St. Joseph Health Patient Information

Steps to Attain EpicCare Link Access

1. Each organization seeking EpicCare Link access must sign a Data Access (Org2Org) Agreement which outlines HIPAA obligations for data privacy, and required security provisions for safeguarding medical information.
2. Each location then identifies a User Life Cycle Manager: one person who is responsible to enroll new users, and who can cover more than one location if possible. Their full legal name, date of birth, and Social Security number will be required for enrollment in SailPoint. After enrollment is complete, the User Life Cycle Manager can request access for other employees.
3. After the User Life Cycle Manager submits a SailPoint request, access for a new user may be completed in as little as 1 week. For those who had PSJH access previously, it may be completed in 2-3 weeks.
4. When their access is complete, users enrolled through SailPoint will claim their login credentials by entering personal information via secure website. They will also answer security questions, and electronically sign the Acceptable Use Agreement.
5. Quarterly, the User Life Cycle Manager will receive an email, asking them to confirm ongoing enrollment of their users. This assures that users are enrolled and unenrolled in a timely and orderly manner.

For more information, please contact your regional EpicCare Link Support Team:

AK:	PSJHISClinicalInformaticsEpicCareLinkAK@providence.org
CA:	PSJHISClinicalInformaticsEpicCareLinkCA@providence.org
Kadlec:	PSJHISClinicalInformaticsEpicCareLinkKadlec@providence.org
MT:	PSJHISClinicalInformaticsEpicCareLinkMT@providence.org
OR:	PSJHISClinicalInformaticsEpicCareLinkOR@providence.org
Swedish:	AffiliateAccess@Swedish.org
Eastern WA:	PSJHISClinicalInformaticsEpicCareLinkEasternWA@providence.org
Western WA:	PSJHISClinicalInformaticsEpicCareLinkWesternWA@providence.org

We will respond with the required legal documentation you will need to complete and return. Once received we can begin submitting the requests necessary for your access. At this time, the process to gain EpicCare Link access can take up to 6 weeks to complete.