



Request and Download of NASH Organisation PKI Certificates in HPOS

NASH Organisation PKI Certificate Request

Authorised user with PRODA account has linked their identifier in HPOS. Then in HPOS they:

1. Select **'My Programs'** then **'Healthcare Identifiers'** tile
2. Select organisation (if representing more than one)
3. Select **'Organisation details'** then selects **'Certificates'** tab
4. Select **'Request a NASH PKI site certificate'**
5. Specify a mobile phone number and accepts T&Cs
6. **'Save Changes'** then **'Submit'** request
7. Receives SMS notification with PIC stating certificate available
8. Downloads certificate from **'Certificates'** tab in HPOS

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- Downloads certificate from 'Certificates' tab in HPOS

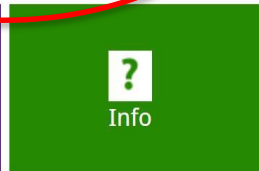
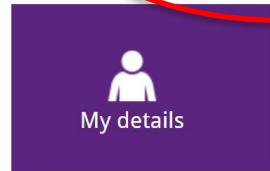
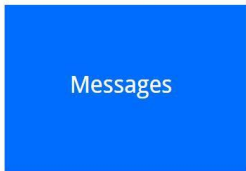
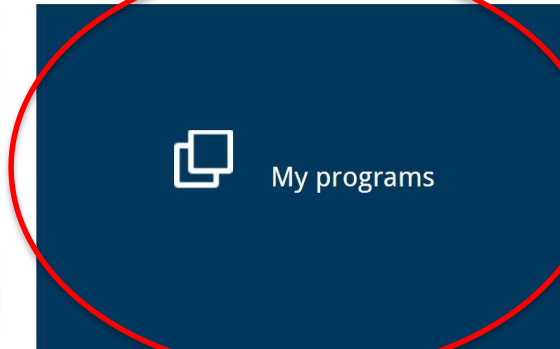
Select 'My Programs' tile



Hello MR OMO One Automation BM



Your last logon was on 23 March 2018 at 10:52 AM



Select 'Healthcare Identifiers' tile



Home > My programs

My programs



Department of Veterans'
Affairs (DVA)

Healthcare Identifiers

IVF/GIFT Program

My Health Record system -
Organisation Registration

Practice Incentives Program
(PIP)

Practice Nurse Incentive
Program (PNIP)

Therapeutic Goods
Administration (TGA)
Recall/Hazard Alerts

Back



Select 'My organisation details'



Healthcare identifiers

You can access some parts of the Healthcare Identifiers Service through HPOS. The services available are below.

Visit [HI Service](#) for more information.

HI Services available

- [My organisation details](#)
- [View network map](#)
- [My OMO details](#)
- [Search HI provider directory service for organisation](#)
- [Search HI provider directory service for individual](#)
- [Search HI for organisation](#)
- [Search HI for provider individual](#)



Go to 'Certificates' tab; and Select 'Request a NASH PKI site certificate'

Organisation snapshot

The details for this organisation are displayed below.

To make updates, amend the information and select 'Submit'.

For details of your network, select [Network map](#) .

Summary Services Names Contacts Addresses ELS OMO HPI-I Links HPD CSP Links **Certificates**

Certificate details

Certificate Type	Distinguished Name	RA Number	Certificate Expiry Date	Status
There are no certificates for this organisation.				

[Link existing PKI certificate](#)
[Request a Medicare PKI site Certificate](#)
[Request a NASH PKI site certificate](#)

Cancel

Specify a mobile phone number;
Accept Terms and Conditions; and
'Save Changes'

Organisation snapshot

The details for this organisation are displayed below.

To make updates, amend the information and select 'Submit'.

For details of your network, select [Network map](#).

Summary Services Names Contacts Addresses ELS OMO HPI-I Links HPD CSP Links **Certificates**

Request NASH PKI Site Certificate

You need to make sure you understand your organisation's obligations, including agreeing to the Terms and Conditions.

All required fields are marked with an asterisk *.

*Mobile Number (we will SMS your Personal Identification Code (PIC) to this number)

New Mobile Number

*If you have an existing NASH certificate, please confirm that you agree for us to revoke it within the next 2 months.

*Terms and Conditions

By checking the box and clicking the "Save Changes" button on this page, you acknowledge and agree that:

- you are duly authorised to legally bind the Organisation's legal entity; and
- the Organisation's legal entity agrees to be legally bound by:
 - the [Terms and Conditions of Use](#);
 - the [Relying Party Agreement \(if applicable\)](#); and
 - the [Certificate Policy](#).

To view Certificate policy documents click [here](#)

Certificate details

Certificate Type	Distinguished Name	RA Number	Certificate Expiry Date	Status
There are no certificates for this organisation.				

'Submit' Request

Organisation snapshot

The details for this organisation are displayed below.

To make updates, amend the information and select 'Submit'.

For details of your network, select [Network map](#).

Summary	Services	Names	Contacts	Addresses	ELS	OMO	HPI-I Links	HPD	CSP Links	Certificates
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Certificate details

Certificate Type	Distinguished Name	RA Number	Certificate Expiry Date	Status
There are no certificates for this organisation.				

NASH PKI Certificate for Organisation request details

Status	Mobile Number	Action
Validation complete - ready to submit request.	0422863800	Delete

[Link existing PKI certificate](#)
[Request a Medicare PKI site Certificate](#)
[Request a NASH PKI site certificate](#)

Privacy Note

Your personal information is protected by law, including the *Privacy Act 1988*, and is collected by the Australian Government Department of Human Services for purposes relating to the provision of healthcare, including the administration and operation of PKI, the HI Service and the My Health Record system

Your information may be used by the department or given to other parties for the purposes of research, investigation or where you have agreed or it is required or authorised by law.

You can get more information about the way in which the Department of Human Services will manage your personal information, including our privacy policy at humanservices.gov.au/privacy or by requesting a copy from the department.

SMS text message sent to specified number

Your NASH certificate for HPI-O XXXXXX
is ready to download through HPOS. It is
available for 30 days. Your PIC is
XXXXXXXXXX. Do not reply by SMS

Note: while any authorised user for the organisation will now be able to download the certificate in HPOS, the PIC that is required for installation of the certificate is only sent to the number provided in the original request. To obtain or recover the PIC contact the HPOS Help Desk.

Download Certificate



Organisation snapshot



Success: Your request has been successful and the details have been updated.

The details for this organisation are displayed below.

To make updates, amend the information and select 'Submit'.

For details of your network, select [Network map](#).

Summary Services Names Contacts Addresses ELS OMO HPI-I Links HPD CSP Links Certificates

Certificate details

Certificate Type	Distinguished Name	RA Number	Certificate Expiry Date	Status	Action
NASH	CN=general.8003620833339638.id.electronichealth.net.au,O=seed new changed,dc=8003620833339638,dc=id,dc=electronichealth,dc=net,dc=AU	4226026377	09/08/2020	Active	Download Revoke

[Link existing PKI certificate](#)

[Request a Medicare PKI site Certificate](#)

[Request a NASH PKI site certificate](#)

Cancel

Install Certificate

The certificate will now be ready to install into your clinical software. Contact your software vendor or IT for support.

For more information <https://www.myhealthrecord.gov.au/for-healthcare-professionals>

Support Services

- PRODA Help Desk 1800 700 199
- HPOS Help Desk 1800 723 471
- Contact the eBusiness Service Centre on 1800 700 199 for any questions relating to the progress of your NASH PKI Certification request.
- Online Technical Support – for Software Vendors
- Healthcare Identifier Service Help Desk 1300 361 457