

Electronic Health Record Sharing System



**KEEP
YOUR USER
ACCOUNT
SAFE**

Unauthorised Access to the Electronic Health Record Sharing System (eHRSS)
is Unlawful and Strictly Prohibited



Access eHRSS only with your own account



Don't use others' accounts
Unauthorised access is liable to prosecution



Tips for eHRSS Account User

1. Don't disclose or share your user name, password and security token
2. Set a strong password and change it regularly
3. Keep your account login information and security token safe
4. Log out eHRSS after use
5. Report lost security token immediately
6. Report suspicious access immediately



Tips for User Administrator

1. Assign individual account for each user
2. Ensure only authorised healthcare professionals can access patients' electronic health records
3. Update user information timely
4. Close account for departed user timely
5. Record and manage access rights assigned to each authorised user
6. Report suspicious access immediately

