MC EDT Registration and Enrolment Procedure Summary

Ministry of Health and Long-Term Care

Version 4.0

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Ontario

Health Care Provider GO Secure Registration (Refer to MC EDT Reference Manual Section 3.1 and 3.2)

1. Close any open Internet browser sessions.

2. Open a new Internet browser session and key in
   https://www.edt.health.gov.on.ca

3. At the GO Secure Login screen, select 'Register Now'.

4. At the Registration: Step 1 of 2 screen, key first name, last name and email address.

5. Select 'Next'.

6. At the Registration: Step 2 of 2 screen, key your active email address in the GO Secure ID field.

   Note: An email address can only be associated to one GO Secure account.

7. Key in your password.

8. Confirm your password.

9. Choose 3 questions and key your answers.

10. Select 'Register'.

11. At the GO Secure Terms and Conditions of Use screen, select 'Accept'.

12. At the GO Secure Login – Registration Complete screen, close the Internet browser.

13. Open your email.

14. Select the system generated email from GO Secure.

15. Select the link in the email.

16. Close your email account and Internet browser.

17. At the GO Secure Login screen, key in your GO Secure ID (your email address) and password.

18. Select 'Sign In'.

19. At the GO Secure Login – Email Validation screen, select **here.**

20. At the Identification screen, choose either 'New User' or 'Migrating User' from the drop down menu (refer to your ministry letter).

21. Select 'Continue'.

22. At the Identification (Migrating EDT User or New User) screen, key in your unique identifiers (refer to your ministry letter).

23. Select 'Continue'.

24. At the Acceptable Use Policy to Access the Claims Services Branch (CSB) Services screen, select 'Accept'.

25. At the 'Success' screen, select link to logout of the session and close your Internet browser.

26. Open a new Internet browser session and key in https://www.edt.health.gov.on.ca

27. At the GO Secure Login screen, key in your GO Secure ID (your email address) and password.

28. Select 'Sign In'.

29. At the Administration and MOHLTC Services screen, your MC EDT enrolment is complete.

30. You may begin to use MC EDT (upload or download).