

Student access to IH systems

Once a student placement request has been confirmed in HSPnet by the post-secondary institution (PSI), student access to Interior Health (IH) systems is granted using one of the following methods:

1. Access Management Portal ([AMP](#))

- If the PSI has access to AMP, a student access request must be submitted via this portal, which will email them an electronic agreement.
- Once the student accepts the agreement (which includes the Confidentiality Undertaking terms), a ticket is created for the Identity and Access Management team for review and processing based on the effective date.
- Once access is provisioned, the student will receive an email at their school email address with instructions on how to log in to IH systems. Upon logging in, the student must complete i-Learn 1331 (Annual Privacy, Security, and Freedom of Information Training).

2. External User Access Agreement ([EUAA](#))

- If the PSI does not have access to AMP, an External User Access Agreement (EUAA) form must be completed.
- The EUAA form must be signed by the student and the IH department manager, then sent to the Identity and Access Management team, where a ticket is created and processed based on the effective date.
- Once access is provisioned, the student will receive an email at their school email address with instructions on how to log in to IH systems and complete the [IH Confidentiality Undertaking](#). Upon logging in, the student must complete i-Learn 1331 (Annual Privacy, Security, and Freedom of Information Training).
- If a PSI does not have access to AMP and would like to, they can reach out to the Access team accessteam@interiorhealth.ca

3. Students who do not require system access

Some students (e.g., HCA) do not need access to IH systems, but must still meet confidentiality requirements.

These students must:

- complete the [IH Confidentiality Undertaking](#);
- email the signed form to: StudentPlacement@interiorhealth.ca; and
- complete i-Learn 1331 (Annual Privacy, Security, and Freedom of Information Training).

Access levels

- Levels of system access are determined by the Access team and are based on the student's discipline and practicum site.