














What will I see and what can I do in my Healthcare Portal?

 Dashboard	When you open up your Shared Care Portal, you will be presented with your Dashboard. This shows you a summary of your health information and allows you to navigate around your portal.
 My tasks	Members of your care team can send you actions to do, such as weigh yourself daily, or go for a weekly blood test. You can view, and edit your tasks. When you edit a task, you can accept the task, decline the task, add comments about that task or mark it as completed when you have done the task.
 Care team	Your care team can be made up of several people including your doctor, your practice nurse, the specialist at the hospital and even your chemist. They can all see a summary of your health information and your care plan and you can see who they are.
 Current conditions	This is a list of your long term conditions and the most recent sicknesses (over the last three months) that you may have had. Contact your doctor if you notice anything missing or inaccurate on this list.
 My medications	This is a list of the long term medications and the short term (from the last three months) medicines you are taking. Contact your doctor if you notice anything missing or inaccurate on this list.
 My care plan	You can have a care plan that guides you in keeping well. You can see it from here and update it if there is anything you want changed. If you don't have a care plan, you could create one. You are the owner of your care plan so it should say what you want it to say.
 My advance care plan.	An Advanced Care Plan is a place where you, the important people in your life and your health care team can plan for your end of life care. You can see it from here and update it if there is anything you want changed. If you don't have an Advanced Care Plan, you could create one.
 My health summary.	You can print a copy of your health information stored in Whanau Tahi which includes your Care Plan and Advanced Care plans if you have them. What you see in this summary is also what general hospital clinical staff can see when they open your record, for example if you go to Emergency Care.
 Who's accessed my record?	This is a list of who has accessed your Whanau Tahi record and when they did. If you would like further information or have questions about anyone who has accessed your record, please contact your care coordinator or the Shared Care Programme at sharedcare@healthalliance.co.nz or phone 0800 268 626.
 My measurements	Your care team will specify what Measurements you can add yourself. These can include: Weight, Blood Pressure, Heart Rate, Peak Flow and/or Blood Sugar. To add a new measurement, click on Add New, enter your measurement in the box, and click the save button. It can also graph your progress.
 My resources	Your care team has made a list of websites that have information about your condition for you to read. They can be accessed from this area.
 My inbox	You and someone in your care team can send each other short messages. If you wish to communicate with one of your care team members, they will first need to activate your access to them from their Whanau Tahi login. You may wish to use this to ask questions instead of waiting until your next appointment. This is NOT to be used for urgent messages!!!
 Family member access	You can give any member of your family or a caregiver, access to look at your information. They cannot however make any changes to your information. You can also remove access easily if circumstances change.

What do I do now?

Talk to your health provider who has Whanau Tahī access, they can set you up very quickly.

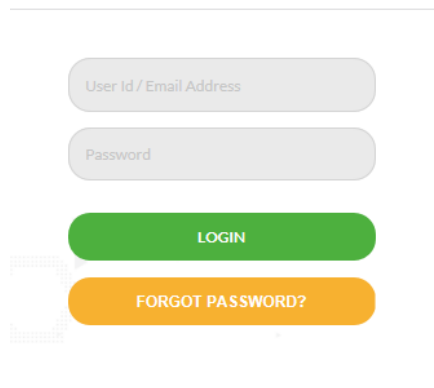
All you need is access to the Internet and an email address.

Logging on for the first time

You will be sent an email that has full instructions, your user name and password, and a link to the website which is:

<https://mycareplan.sharedcareplan.co.nz/>

Click on the link and enter your details. Your username will either be your email address or the user ID you chose when your health provider set you up.



The image shows a login form with two input fields: 'User Id / Email Address' and 'Password'. Below the fields are two buttons: a green 'LOGIN' button and an orange 'FORGOT PASSWORD?' button.

After you have logged on for the first time, the system will ask you to change your password. This is your secret password that you should not share. Make it something you will remember, but other people will not be able to guess, and it must have 6 letters or more.

Getting Help

Forgotten your password?

On the website, click on '[Forgot Password](#)'

Enter your user ID or your email address and submit. You will get sent a new password.

You will have to change this one again to a secret one.

I don't recognise a name in the 'Who's Accessed My Record' section.

Either talk to your main contact person in your care team or phone 0800 268 626.

Should I message if I need to talk urgently?

The messaging in the portal is for NON-Urgent messages only. If you need to contact your care team urgently, use the phone or dial 111 for Emergencies.

Where do I go for more information?

Talk to your main contact in your care team for more information or:

0800 268 626 or
sharedcare@healthalliance.co.nz

NORTHLAND DISTRICT
HEALTH BOARD
Te Pouari Hauora A Rohe O Te Tai Tokerau



Whānau Tahī Shared Care

Your Healthcare Portal

Did you know that if you are enrolled in the Whanau Tahī Shared Care Program, you can have access to your own personal health website? This is called [Your Healthcare Portal](#).

This website contains a summary of your information that's stored in Whanau Tahī, including your Care Plan, which your care team sees. We believe having this information can help you to look after yourself better between visits.

The benefits of Your Healthcare Portal

You and your family can create or see your plan, add to the plan and track your progress and successes, putting control back in your hands to help you to manage your health.

It also gives you up-to-date information about your medicines, measurements and care team.

You can talk to your care team through the website for non-urgent things, such as asking for advice, or responding to tasks that your team has set for you.

You can also create, view and edit an Advanced Care Plan through your portal.