

Communicate Webmail HCO Account Request

Communicate Webmail is a web-based secure mail solution within Orion Health™ Clinical Portal

Organization Details

Please fill out a separate form for each organization requesting access to the HIE.

Organization Name	Name of your HCO
HIPAA Compliance	<p><input checked="" type="radio"/> HIPAA Covered Entity <i>A Covered Entity (CE) performs medical services on the patient and has the most trusted access to Protected Health Information (PHI).</i></p> <p><input type="radio"/> HIPAA Business Associate <i>A Business Associate (BA) is someone who a CE uses for services and who needs access to the PHI of the CE’s patients to perform some level of service.</i></p> <p><input type="radio"/> Other HIPAA Entity <i>Health care organization that treats protected health information with the privacy and security equivalent to those required by HIPAA.</i></p>
Address	<p>Street Address Address Line 2 City Postal Code State Country</p>
Telephone	Country code - Area code - Phone number
Preferred Direct Email Domain	<p>direct.yourdomain.kobledirect.com</p> <p><i>Your organization’s domain name must:</i></p> <ul style="list-style-type: none"> • Replace “yourdomain” with brief identifier for your organization • only contain letters, numbers, periods and hyphens. Spaces, punctuation and special characters are not permitted.
Alternative Direct Email Domain	<p>direct.yourdomain.hie.com</p> <p><i>In the event your preferred domain name is already in use, please provide Orion Health with an alternative name for the “yourdomain”.</i></p>
HCO Representative	<p>Name of your representative</p> <p><i>The representative is an agent of the HCO, and is responsible for authorizing the Orion Health HISP to request Direct certificates on behalf of the HCO. Direct certificates facilitate the secure interstate and inter-agency sharing of electronic health information.</i></p> <p><i>To meet National Institute of Standards and Technology (NIST) Level of Assurance 3 (LoA3) requirements, HCO Representatives are identity proofed.</i></p>
Representative’s Email Address	Representative’s email address for notifications

HCO Administrators

Details of up to three employees authorized to act as administrators for your organization. HCO Administrators manage the day-to-day administration of Communicate. Refer to the [Communicate Glossary](#) for more information.

If your HIE wants to approve and manage your Communicate Webmail user accounts, thereby taking responsibility for authenticating the identities of individuals in your organization, the HCO Representative must grant approval to the HIE Administrator by adding them to this section.

First Name	Your first name
Middle Name	Your middle name
Last Name	Your last name
Title	Your title
Email Address	Your email address for notifications
Provider Type	Select a value

First Name	Your first name
Middle Name	Your middle name
Last Name	Your last name
Title	Your title
Email Address	Your email address for notifications
Provider Type	Select a value

First Name	Your first name
Middle Name	Your middle name
Last Name	Your last name
Title	Your title
Email Address	Your email address for notifications
Provider Type	Select a value