Public Health Access
Updated March 2021

Public Health Access (PH Access) is a secured website that contains documents, applications, Wiki’s, and a secured email server.

- Getting onto PH Access is easy! Go to www.health.utah.gov/phaccess.
  - If you’re a State of Utah employee or you use UT-NEDSS/EpiTrax:
    - Use your email address and Novell (UT-NEDSS) password to login.
  - If you’re not a State of Utah employee, or don’t use UT-NEDSS/EpiTrax:
    - Click the “Create Account” link found on the PH Access login page.
    - Follow the instructions.
    - You now have access.
  - If you forget your password:
    - Click on “Forgot Password?” at www.health.utah.gov/phaccess.
    - That will take you to the window “Recover Password.”
    - Follow the instructions.
    - If you incorrectly access your account 3 times in a row, you will be locked out. Please contact UDOH before that happens.

- What can you do on PH Access?
  - Secure email
    - You can send a secured email to anyone.
    - Click on Messaging.
    - Click on New Message.
    - Click on the “To:” box and start typing the recipient’s name.
      - If the recipient is not in the system, you will get a message, “No Results Found [add new user].”
      - Click on “[add new user].”
      - Type in the recipient’s first and last name, and add their email address, then click Add user.
      - The system will automatically notify the user that a secure email is waiting for them. The new user MUST use the same email address to collect the message that you entered into the system.
    - If you enter someone by mistake, you can click on the person’s name in the “to list” to remove them.
    - Click on “Secured” or “Unsecured.”
      - If you are sending protected health information, you MUST use secured.
      - Type in a subject, add an attachment, write a message; and
      - Click on send.
Wiki Workspace

- Click on Wiki Workspace.
- Click on “Create new Wiki.”
- Click on members; and
- Click on add users to add people to your Wiki.
- You will now have a secured Wiki where you can:
  - Create a calendar of events
  - Hold a discussion forum
  - Attach documents to the file library
  - Manage projects with people outside of your building, etc.

Access secured UDOH applications. The Utah National Electronic Data Surveillance System (UT-NEDSS) and Utah’s Indicator-Based Information System for Public Health (IBIS-PH) are currently available (if you have access rights). Let the PH Access development team know if there are other UDOH applications that you would like to see available. Call 801-538-6191 and give names and contact information to the PH Access development team.

- PH Access Contact:
  - Bureau of Epidemiology
  - 801-538-6191
  - epi@utah.gov