

# Create an Ocean site

This guide walks you through the steps to create an Ocean site, including agreeing to the EULA and creating your user account.

## Step 1: Start your account registration

1. Go to <https://ocean.cognisantmd.com/> in your web browser.
2. Click **Sign up here!** in the bottom-right corner of the Ocean sign-in box.



The image shows two sign-in forms. The top form is titled "Ocean Sign In" and contains fields for "User Name" and "Password". There are links for "Forgot User Name?" and "Forgot Password?". A checkbox labeled "Remember me on this computer" is checked. Below the fields are buttons for "Secure Sign In" and "New to Ocean" (which is circled in red). The bottom form is titled "Provincial Sign In" and contains a field for "Ontario:" with a button labeled "Sign In With ONE ID".

## Step 2: Create your user account

1. Fill in all required fields to create your user account.
2. Click **Sign Up For Ocean** once complete.

## Provincial Digital Health and Information Services


Partnering with the BC health sector, providers and citizens

for Ocean?

Last Name	Patel	Clinic/Organization Name	PHSA Site Setup Inc.
Requested Username	phsatest1		
	<small>Minimum of 5 alphanumeric characters. ✓</small>	Which OceanMD products are you interested in?	<input type="checkbox"/> Patient Tablets <input type="checkbox"/> Check-In Kiosks <input type="checkbox"/> Patient Messages <input type="checkbox"/> Patient Reminders <input type="checkbox"/> Website Forms <input type="checkbox"/> Ocean Studies <input checked="" type="checkbox"/> Ocean Provider Network <input type="checkbox"/> OceanMD Resource Library
Password	••••••••••		
	<small>Minimum of 12 characters, with at least 3 of the following: one uppercase, one lowercase, one numeric, one special character. ✓</small>	How did you find us?	Other
Confirm Password	••••••••••	What EMR are you using?	OSCAR PRO
Email	phsatestster@phsa.ca		
User Role	Family Physician		
Province	British Columbia		
		Critical System Notifications	<input checked="" type="checkbox"/> Sign me up to receive email notifications of events that may affect my ability to use Ocean
		Product Updates	<input checked="" type="checkbox"/> Sign me up to receive new feature updates and resources from OceanMD
			<a href="#">Sign Up for Ocean</a>

### Step 3: Sign in to Ocean

1. Click **Sign In**, then click **Secure Sign In**.



**Account Created**

Your Ocean account was created successfully.

Please verify your email address before signing in. You will receive an email shortly with a link to verify your email address.

[Sign In](#)

**Ocean Sign In**

User Name  
phsatester1 [Forgot User Name?](#)

Password  
..... [Forgot Password?](#)

☒ Remember me on this computer

**Secure Sign In** [New to Ocean? Sign up here!](#)

**Provincial Sign In**

Ontario:  
**Sign In With ONE ID**

2. Ocean will send a **Verification Email** to the address you used. Open the email and verify your account before signing in.

### Step 5: Set up your clinic's Ocean site

1. Enter your clinic's details to set up your new Ocean site.
2. When asked about a regional or provincial program, select **Yes** and select **Create Site**.

What EMR are you using? Accuro

**Site Setup**

Is there another person who requires administrative access for EMR integration or product configuration?

☐ Yes ☒ No

**Referrals**

Would your site like to start **sending** referrals through the Ocean eReferral Network?

☒ Yes ☐ No

Would your site like to publish a listing and start **receiving** referrals through the Ocean eReferral Network?

☒ Yes ☐ No

Is your site participating in a regional or provincial eReferral program? If yes, you will **not** be contacted by a QHR representative.

☒ Yes ☐ No

Create Site

### Step 6: Agree to the EULA

- Read the End-User License Agreement (EULA).
- Click **I Agree** to continue.

### Step 7: Create or confirm your encryption key

- Create a shared encryption key, or use the one provided by Ocean.

It must be kept private within the clinic and shared only with authorized personnel as needed.

- Your devices connecting to Ocean (workstations, tablets, EMRs) will require this key.

### Choosing a Shared Encryption Key

- It must be a 16 character password with at least one digit, one uppercase letter, one lowercase letter and one punctuation mark.
- It should **not** be one of your personal passwords because it may be shared with other users at your site.
- Feel free to choose the randomly-generated key entered for you below, or create your own key.

**Steps:**

- Choose your new shared encryption key:
- Re-enter to confirm:
- You may permanently lose referrals or patient responses if you lose this key. We cannot recover it for you.  
[Store it in a safe place in your clinic. Avoid losing it.](#)  
☒ Done
- Leave a hint to help other users at your site locate your shared encryption key:

## Step 8: Access the Ocean portal

- Click **Go to the Ocean Portal** to complete the setup.

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### Welcome to Ocean

Ocean gives you access to powerful EMR-integrated tools to connect with patients, providers and researchers.

Here are just some of the things you can do on the Ocean Platform:

- Invite your patients to complete forms at home or on a clinic tablet
- Send automated patient reminders
- Allow patients to check-in on a kiosk
- Conduct patient surveys and research
- Send, receive, and manage eReferrals

Need help? Just look for the "Support" button at the bottom of the Ocean Portal, or reach us at [ocean.tips/support](https://ocean.tips/support).

[Go to the Ocean Portal](#)

### Notes:

- If the verification email doesn't arrive, check your spam or junk folder.
- You'll need this Ocean site set up before sending or receiving eReferrals.