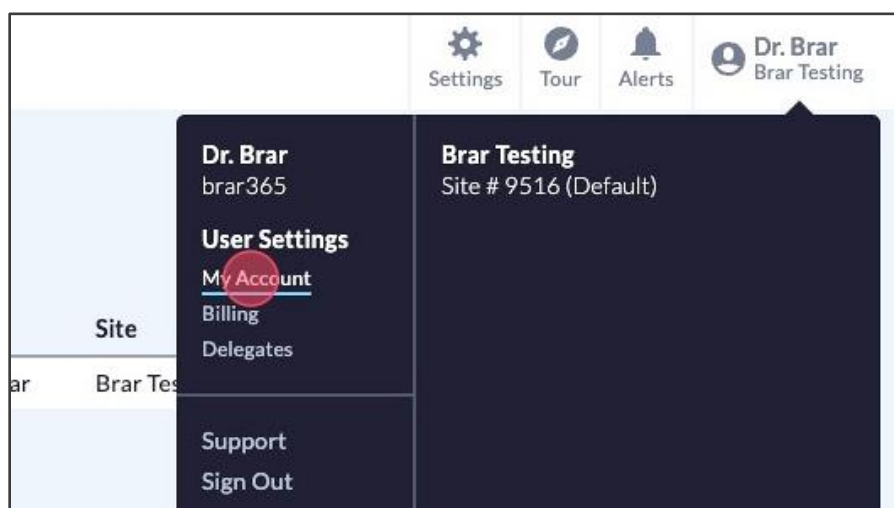


Update Ocean user account settings

This guide walks you through how to update key settings in your Ocean user account.

Step 1: Sign in and open account settings

1. Sign in to your **Ocean account**.
2. Click **your name** in the top right corner.
3. Click **My Account**.



Step 2: Update user preferences

1. **Patient messaging notifications:** Enter the preferred email(s) in the **Clinical Delegate Emails** field to receive notifications related to patient messaging. Separate multiple emails with commas.

First Name:	<input type="text" value="Amitoz"/>
Surname:	<input type="text" value="Brar"/>
User Role:	<input type="text" value="Family Physician"/>
Province:	<input type="text" value="Ontario"/>
Clinical Delegate Emails:	<input type="text" value="testing@phsa.ca, testing1@phsa.ca"/>
Referral Notification Email:	<input type="text" value="testing1@phsa.ca"/>
ONE ID User ID:	<input type="text"/>
Subscriptions:	<input checked="" type="checkbox"/> Weekly usage report
Default Home Page:	<input type="text" value="eReferrals"/>


2. **eReferral Notifications:** Enter an alternate email in the **Referral Notification Email** field to receive eReferral notifications.

Clinical Delegate Emails:	<input type="text" value="testing@phsa.ca, testing1@phsa.ca"/>
Referral Notification Email:	<input type="text" value="testing1@phsa.ca"/>
ONE ID User ID:	<input type="text"/>
Subscriptions:	<input checked="" type="checkbox"/> Weekly usage report
Default Home Page:	<input type="text" value="eReferrals"/>
TReC Application:	<input type="button" value="Submit Application to Regional Authority"/>

3. **Default Homepage:** Select a preferred landing page from the **Default Homepage** drop-down to customize what you see when signing in.

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Referral Notification Email:	<input type="text" value="testing1@phsa.ca"/>
ONE ID User ID:	<input type="text"/>
Subscriptions:	<input checked="" type="checkbox"/> Weekly usage report
Default Home Page:	<div>eReferrals </div>
TReC Application:	<div>Submit Application to Regional Author</div>